

Collins Place Homeowners Association  
Board of Directors' Meeting  
July 20, 2017  
6:30 p.m.

In attendance: Dora Gorey, Jason Shavers and Tasha Brown  
Not attending: Jacob Rousseau and Bob Murry (personal conflict and out of town)

Jason called the meeting at order at 6:30 pm with the first order of business being the discussion of amending the HOA's by-laws regarding mandatory meetings. It was explained that during the last two and a half years a lot of work and discussion has gone into the creation of the Board and its responsibilities, along with lots of big decisions concerning the neighborhood. As of late, it has been a recurring issue for all board members to meet due to conflicting work and personal schedules. Most decisions are able to quickly be made through electronic means and saved for record in the HOA's email.

Therefore, *Article 4, Section 9* of the by-laws was amended as allowed to read that monthly meetings would be held at the Board's discretion, as opposed to mandatory. *"Board meetings shall be held at the discretion of any Board member and called when necessary. Due to the volunteer nature of each position, along with conflicting work schedules, mandatory meetings are not necessary to conduct everyday matters and decisions concerning the HOA. Most matters can be discussed via electronic means and the recording of votes maintained in the HOA's email ([collinsplacehoa@gmail.com](mailto:collinsplacehoa@gmail.com))."*

Additionally, *Article 6, Section 1* of the by-laws was amended regarding the calling of a mandatory, annual meeting for all members. The new language added a sentence "subject to interest by members". Section 1 now reads: *"There shall be at least one (1) annual membership meeting yearly, subject to interest by members. The meeting shall be convened upon any day decided by majority vote of the Board. Notification shall be by posted, published or electronic notice, E-Mail, telephone and other reasonable methods in order to reach a majority of the members. Notification for the annual meeting shall require at least thirty (30) calendar days advance notice."*

A quorum of Board members was present and Dora made a motion to adopt the two amendments, with all members unanimously voting in favor. A copy of the updated by-laws will be sent to the management company for posting on our website.

Jason explained that the new license plate reader camera had been adjusted several times by Emergency Alert, and he was meeting with him tonight after the meeting to review nighttime footage. Several technical settings had to be adjusted per the manufacturer of the LPR camera to view license plates at dark

only. Jason will stay in contact with the company until the issue is resolved. The cameras otherwise function and record as expected.

The company that installed the security camera's wireless router/antenna, PCtek, sent an invoice for \$137.50 for having to meet Jason and configure his laptop to wirelessly view the camera's footage from nearby. Jason contacted them because this should have been included in the initial setup. Subsequently, PCtek voided that invoice. It was later discovered that the antenna required relocation due to reception and a quote of \$137.50 was given for labor and materials. All members voted in favor of this additional purchase, however Emergency Alert said they may pay for it because it should have been done initially. This relocation will be handled regardless.

Jason noted that the security camera's vault box is vulnerable to vandalism and only has a universal key lock. He asked that the purchase of a hinge and lock be approved to attach to the vault for added security, preventing access to the main server, monitor and camera system. All members voted in favor of the purchase and Jason will install the hinge and lock, not to be valued over \$50.

The issue of mandatory handrails for lake lot piers was raised and questioned by a homeowner. The lake lot policy requires a 30" minimum height handrail enclosing any future piers built. Building codes do not require such for structures under certain heights. Discussion continued that the Board has the ability to exceed minimum requirements on such things. Therefore, the existing lake lot policy will remain as is, requiring the handrails on any future piers approved through an ACC request.

Several homeowners asked the Board to consider bricking in the neighborhood's drains for aesthetic reasons, improving the appearance of the our streets. Several homeowners have already had this done at their expense on Brookcrest. Jason obtained 3 quotes from brick masons to present to the Board regarding the 54 drains in the neighborhood. The quotes ranged from \$75-120 per drain, not including the bricks, sand and mortar. This project proved to be cost prohibitive at this time and was tabled. Additionally, it was discovered that some drains have man hole covers in the way of where brick would be laid, making it impractical.

Jason noted that Alford landscaping re-mulched the front side of the fountain, due to condition. This cost was previously approved by the Board.

Jason noted that all new street signs purchased have been recently replaced throughout the neighborhood due to age and condition (stop signs, speed limit, and three-way signs).

Dora Gorey (HOA Vice President) noted that her home is up for sale and she is moving next month. Therefore, she will tender her resignation from the Board at

the conclusion of this meeting. Dora has been instrumental in the creation, research and implementation of several, huge projects that have taken place in the neighborhood since we have taken over the HOA in February of 2015. Her experience and assistance to the Board has been incredible. This brought up the fact that her seat on the Board will become vacant and a replacement is necessary. Additionally, Jason and Tasha's terms will expire on September 1, 2017 per the by-laws. An email will be sent to all homeowners, per the by-laws, explaining the vacancies and asking for volunteers. If there are no volunteers, existing Board members will remain, for a set term, per the rules.

With no further business, the Board adjourned at 8:00 pm.