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| Attendees |
| Paul Berg |
| Alfred DelCiampo |
| Chantell Myers |
| Christine Rutherford |
| Amanda Schoenwiesner |

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| Additional Attendees |
| Jessica Krantz |
| Matthew Squires |
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| Action Item | Assigned to | Date Completed |
| Contact Sumner Law firm to inquire if transition of case has been completed to new attorney re: Pike House Case | Amanda | Ongoing |
| Emails re: 359 Knollwood Dr | Jessica Krantz | Completed (?) |
| Contact Dan Grabow for updated invoice for retention pond clearing on HWY210. | Christine |  |
| Change board members on GoDaddy Website | Chantell | Completed |
| Observation of culverts and road potholes | Al and Paul | In Process |
| Letter of Introduction / New Board/ including Road Assessment/ and asking for suggestions on Covenants homeowners would like to see changed. | Chantell | In Process |

**Carry-Over Outstanding Issues from Previous Board**

* Complaints regarding Grabow residence.
* Security light at the shed
  + Four County Electric will need to install.
  + Take and remove old meter.
* Remove solar lights on the neighborhood sign.
* Standard for Late Fees
  + Based on covenant, $25 for the first month and 1.5% each additional month
  + Board voted and passed.
* Trees
  + Trees lining round-about will need to be removed due to recent publication by NC Wildlife regarding Bradford Pear trees.
  + Board will need to decide another tree species replacement.
* Pike House
  + Reach out to HOA attorney to inquire if current case was settled.
* Golf Carts
  + Inquire with HOA attorney if verbiage and documentation will be sufficient to pass amendment to this by-law.
* Pender Country Sheriff Patrols
  + Contact PCS to ensure continuation of surveillance for deserted houses.
* Clearing of Retention Pond on HWY210
  + Currently does not overflow.
  + Contact Dan Grabow for updated invoice.

**New Business**

* Selection of Offices for new Board Members
  + President: Al DelCiampo
  + Vice President: Paul Berg
  + Secretary: Amanda Schoenwiesner
  + Treasurer: Chantel Myers
  + At Large Member: Christine Rutheford
* Website Password Updates
  + GoDaddy: New password was set
  + Archway
  + Outlook: New password was set
* Road Assessments
  + $300/yr for 4-years
  + Yearly assessment must be paid by Nov 30th.
  + Payment options chosen by homeowner if payment is made.
* S&ME Proposal for Pavement Survey
  + Reviewed current proposal.
  + Suggested that additional proposals are needed.
* Culverts
  + Observation needed and notes taken of those culverts needing immediate clean-up.

**Complaints**

* 210 Oakmont – Horse Manure
  + Horse manure not being cleaned along residential areas.
* Assigned to Paul and Al
  + Met with both homeowners and toured the area.
  + Manure has been cleaned.
* 222 Oakmont – Squirrel/Bird Feeder
* Assigned to Paul and Mandy
  + Paul to write letter from HOA to be delivered to homeowner.
* Meeting adjourned by Board at approximately 8:15pm