

BLACK ROCK DEVELOPMENT OWNERS ASSOCIATION

Board of Directors Meeting Minutes

Date: March 25, 2026

Time: 5:30 PM – 8:15 PM

Location: 238 Gov Eden House Road

Board Members Present

- Meredith Howdysshell, Jay Henn, Chuck Schmieler, Keith Davis

Absent:

- Levi Lewis

Guests in Attendance

- Nicole Davis, Ron Phillips, Shaun O'Hara, Eric Schrecengost, Jeff Howdysshell
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1. Approval of Annual Meeting Minutes

- Draft minutes reviewed and **approved with minor edits**.
 - Action: Keith to make edits and send to Chuck to publish on website.
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2. Adoption of 2025 Rule Additions/Changes

- Board **approved** proposed rule updates from the Annual Meeting presentation with minor edits.
 - Action: Incorporate updates into governing documents.
 - Action: Meredith and Keith to speak with Travis and explore engaging a professional management company.
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3. Election of Officers

- Discussion deferred.
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4. Secretary Role – Responsibilities & Structure

The Board discussed and aligned on expectations for the Secretary role, including:

- Gmail account management (password update and access control)
 - Maintaining distribution lists and key contacts (landscapers, NC State swale contact, builders, etc.)
 - Cleaning up outdated contact groups:
 - Delete: BRDHOA2 , BRDHOA3
 - Retain: BRDHOA4, ACC
 - Managing meeting agendas, minutes, and communications
 - Establishing centralized document storage for HOA files and templates
 - Managing Google Calendar for meetings and events
 - Actions: Keith to change and distribute new password, update distribution lists, centralize efile storage on Google Drive, create Google Calendar HOA events\recurring tasks
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5. Boat Storage

- Board agreed to **reconvene within 30 days** to align on a formal approach to finalize
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6. Association Home Inspector / Permit Process

- Board agreed this is a **good idea**.
 - Action: Discuss feasibility with Travis and/or a property management company.
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6.5 Legal Review of Governing Documents

- Recommendation to engage a **paralegal or legal professional** to review and clean up governing documents.
 - Action: Consult Travis for recommendations.
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7. Ownership Transfer Form

- Board **approved concept**.
- Action: Include in broader governing document updates with Travis/management company.

8. Swale & Culvert Maintenance

- Discussion regarding state responsibility for cleaning and repairs.
- Action: Levi Lewis and Keith Davis to contact the State and report findings/options back to the Board.

9. Farless Property Update

- Concerns raised regarding potential septic/soil issues.
- Reminder to ensure driveway access is off Swan View.

10. Sellars Property Update

- No significant updates provided.

Treasurer's Report (Jay Henn)

- 96 out of 100 dues collected
- Increased late payments compared to prior years
- Regarding legal fees, including the projected cost of mediation we will have spent about \$30,000 of 2024 and 2025 funds.
- Unless we incur additional legal expenses in 2026, all of the 2026 budget line item for Legal Fees (about \$10,000) can be redirected to Reserves at the end of the year
- Directors and Officers Liability insurance premium increased by 25 percent
- HOA records (including tax returns) are available to members upon request per NC 47F statute

11. Other Business

- Fence Policy:
 - Action: ACC to distribute updated fence policy for Board review
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Member Topics

- **ACC (Maroon):** Drainage and stormwater management concerns raised
 - **Ron Phillips:**
 - Feedback on boats and flags
 - Suggested exploring Flock safety cameras
 - Action: Board to contact Sheriff's Office regarding camera options
 - **Old Sales Center:**
 - Activity observed; no action taken
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Next Meeting

- Date: TBD
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Adjournment

- Meeting adjourned 8:30pm