**Board Members Present:** Max Munger, Dennis Baker, Amy Rispin, Larry Reich, Aubrey Mumford, John McCall, Fran Borsh and Len Addiss

**Board Members Not Present:** Duane Heidemann

**Staff Present:** None present

**Property Owners Present:** Gary Heal and Dan Mathias

**Guests Present:** Arthur McGovern – KAE Paving Consultants

 Chuck Toutloff – Asphalt Restoration Technologies

Max Munger, President Pro Tem of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 7:00 p.m. There is a Public Comment period at the beginning and end of each meeting. Time is limited to two minutes each and may not be yielded.

**Office Update –** July update unavailable at time of meeting [appended to these minutes]

**Guest Speaker –** Max Munger introduced Arthur McGovern of KAE Paving Consultants and Chuck Toutloff of Asphalt Restoration Technologies. Asphalt Restoration Technologies responded to a Request for Proposals advertised by this Association for the 2013 phase of road rejuvenation. KAE Paving Consultants manufactures the rejuvenation product, known as Pavement Dressing Conditioner (PDC). PDC is used by Asphalt Restoration Technologies. The Board requested that Mr. McGovern attend this Board meeting in order to respond to questions about PDC.

Mr. McGovern provided background on the history of the manufacture of PDC. The following was noted:

1. According to Dr. E. Ray Brown, Chairman Emeritus of the National Center for Asphalt Technology at Auburn University, a rejuvenator is a “material that will significantly lower the viscosity, increase the ductility, increase penetration and lower the softening point of the asphalt binder without disturbing the binder’s ability to hold aggregate and without significantly lowering the skid resistance of the pavement.”
2. Originally, two products were accepted by the Asphalt Institute and the U. S. Army Corps of Engineers as having met the recognized criteria of rejuvenators, pursuant to the Army Corps of Engineers’ requests during the 1960s. Those products are Reclamite and PDC. A rejuvenator repairs damage to asphalt that occurs as it ages. Reclamite and PDC were both found to perform all functions needed to perform as a rejuvenator.
3. The Environmental Protection Agency (EPA) investigated the components of PDC and has used it for offices in North Carolina. Other customers include Disney World in Orlando, Florida and Speedway Motor Sports.
4. The lifecycle of PDC is between four and seven years.
5. References from small communities will be provided.

The Board thanked Mr. McGovern and Mr. Toutloff for their time. A conference call will be scheduled with Total Asphalt to discuss the product used by their company in the rejuvenation process; a meeting of the Road Committee will be held in order to discuss the proposals further.

**Election of Officers:** Max Munger asked for nominations for officers. The following nominations were made:

1. Len Addiss nominated Max Munger to continue as Treasurer.
2. John McCall nominated Amy Rispin to be President.
3. Dennis Baker nominated John McCall as Secretary.
4. Amy Rispin nominated Dennis Baker as Vice President

Aubrey Mumford made a motion to close the nominations. The motion was seconded, and the nominations were accepted by acclamation of the Board.

**Covenant Fee Changes –** John McCall recommended that Len Addiss spearhead community outreach for suggested changes to the Covenant fees. Len agreed to take the lead.

Amy Rispin proceeded with the meeting.

**Reaffirmation of Standing Committees:** John McCall made a motion to accept all standing committees of the Association, including the Finance Committee, Environmental Committee, Planning Committee and By-laws Committee. The motion was seconded and passed unanimously.

**Committee Reports:** Max Munger made a motion to remove Committee Reports from the agenda. The motion was seconded and passed unanimously.

**Old Business:** None scheduled

**New Business:**

**Policies and Procedures Manual:** Max Munger made a motion to approve the current Policies and Procedures Manual. The motion was seconded for discussion. Len Addiss suggested some changes are needed. He and John McCall will work together to review the manual and present any suggestions for change during the August Board meeting. A call was made for the vote, and after brief discussion, the Policies and Procedures Manual was reaffirmed, pending future Board consideration of suggested changes.

**Confidentiality Statement and Standard of Conduct:** Fran Borsh submitted her signed documents prior this meeting. (Len Addiss and John McCall signed documents during the June meeting).

**Houses in a State of Disrepair:** John McCall asked for authority from the Board to present evidence to the Board of County Commissioners (BOCC) regarding houses that are in need of attention, having fallen into a state of disrepair, including ones on Mohawk Drive and Dogwood Drive. Complaints have previously been filed with the Zoning Enforcement office. [While fines have been levied by the County, the situation has not been resolved]. John would like to present evidence of the disrepair to the Board of County Commissioners during their regular meeting. He would request that the BOCC authorize this Board to place a lien on the properties in question. He will forward any evidence, including neighbor’s complaints, to the DPPOA Board prior to presentation to the Commissioners.

**Manager Hours –** Dennis Baker made a motion to allow Rhea Webster additional Paid Time Off in order to attend Accounting class twice weekly for a period of seven weeks. If Rhea leaves her position within one year, she will reimburse the Association the cost of her Paid Time Off. The motion was seconded and after discussion, failed. The memo of understanding currently in effect allows Rhea’s schedule to be flexible.

**Community Participation -** Fran Borsh commented that she intends to work on encouraging Drum Point residents to participate more actively in the community. She will present suggestions to the Board before she acts upon them.

**Public Comment:** The following property owners offered comments:

1. Gary Heal commented about the presentation made by the representative from KAE Paving.
2. Dan Mathias commented that the classes being taken by Rhea add to her expertise for her current position.
3. Amy Rispin made a motion to add Gary Heal to the Roads Committee. The motion was seconded and passed unanimously.
4. Max suggested all Board members should be aware of our membership in the Community Association Institute and read the monthly magazines available in the office. He then formally thanked Dan Mathias and Gary Heal for their contribution to the Board and the community.

The next regular meeting of the Board will be held on August 13, 2013. With no further business to discuss, a motion was made to adjourn the meeting. The motion was seconded and passed unanimously. The meeting adjourned at 8:50 p.m.