Silverleaf Board Meeting

Date: 17 July 2025

Time: 1:00- 2:30 pm by Zoom

Board attendees: Steve Taylor, Walter Fields, Frances Crucet, Nicky Rousseau

Absent: Kevin Tierney

***Meeting Purpose***

The primary objective of this board meeting was to discuss the board priorities and any other business.

***Quorum***

Based on the number of board members in attendance, a quorum of at least 50% was achieved.

***President’s Report***

The meeting was called to order at 1:10 pm

There was a motion and a second to approve the minutes of the June 12, 2025, and June 27, 2025, meetings. All voted in favor to approve, none opposed, and the minutes were approved unanimously.

The board discussed FEMA disaster relief, with Fran noting that she believed that Ann Conover has received a FEMA check and that Fran is awaiting an inspector visit. Steve shared that a NC Assistance for Land Repairs representative arrived unannounced while he was out of town, so no inspection occurred and there has been no further action.

The board addressed FEMA documentation issues on the Silverleaf website, with Nicky explaining that updated invoices and supporting documents are needed for FEMA road reimbursement applications. Nicky requested that the outdated estimate be removed or updated for the remaining gravel work. Fran agreed to upload the new invoices to the website and remove or update the estimate.

The board discussed the status of governance documents, with Steve noting that CCRs need to be reviewed and revised before sending them out for public review. Walter suggested that there might be some community pushback, particularly regarding enforcement of covenants. Steve suggested that the Plan Community Act will likely provide enforcement authority over properties established before 1999. The board discussed prioritizing lien filing over bylaws and restrictive covenant revisions.

Nicky announced that she and Steve will attend a meeting with attorney Tyler Moffatt on Tuesday July 22 to discuss legal support for filing liens on delinquent accounts and revision of governance documents.

* **Action:**Fran to upload updated invoices to the website/shared drive and remove or refresh the outdated estimate from the FEMA documentation
* **Action:**Steve andNicky to attend a meeting with attorney Tyler Moffatt on Tuesday July 22 to discuss legal support

***Treasurer’s Report***

Fran reported a checking account balance of $65,626 as of June 30, which would decrease to around $45,000 after paying pending invoices. They identified approximately $17,000 in unpaid dues and special assessments, with three individuals each owing over $2,100, though these amounts may not be recoverable in 2025. Fran stated that she would put the June 30th bank statement and recent financial transactions on the shared drive.

Steve explained that the board is waiting for a legal opinion before proceeding with lien notices, noting they cannot spend significant funds on legal fees given the tight budget. The board agreed that they will need to prepare a draft budget for next year, including consideration of potential dues increase and/or special assessment options to cover expenses.

* **Action:**Fran to put the June 30th bank statement and financial transactions on the shared drive

***Member-at-Large’s Report***

Kevin was unable to attend the meeting or provide an update on the road repairs and maintenance.

Steve provided a summary regarding the meeting that Kevin and Steve had with a road construction consultant who toured the Silverleaf roads for two hours to inform a more in-depth assessment. Steve noted that the tour provided no major insights to him that he but would await Kevin's feedback. Steve raised concerns about road maintenance costs, noting that current dues are insufficient to cover necessary repairs and annual maintenance, which the consultant ballparked to be around $100,000. Steve also shared that they reviewed the area of erosion at the top of Silverleaf near the Weybrecht’s property. The culvert ultimately needs to be re-routed to address the erosion and drainage issue. Due to budget constraints, Steve suggested installing riprap to slow the water flow, and then to address the culvert later. Steve and Fran agreed to follow up with Kevin about potentially paying the consultant for his time and for a report to submit to the community. Walter emphasized the importance of proper drainage and suggested that a detailed study would be more valuable than a brief site visit. Nicky supported the idea of a professional assessment to provide direction and backup for the road repair and maintenance decisions.

The board discussed existing covenants in Section 1, which allow for enforcement of weed heights and property maintenance with a 30-day notice. The board agreed they need to be clear about their authority and responsibilities regarding property maintenance. They also discussed the need to differentiate between necessary road maintenance and beautification efforts, with Nicky suggesting that homeowners should be responsible for beautification while the POA handles essential maintenance like ditch clearing for drainage and bush whacking blind spots for safety. Given the tight budget, Steve agreed to talk to Kevin about road maintenance prioritization and share the plan with board members.

* **Action:**Steve to talk to Kevin about road maintenance prioritization and share the plan with board members

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***Secretary’s Report***

Nicky reported that 60% of the community had responded with respect to the community directory. Most responders opted to participate in the directory and five opted out of participation. Nicky will distribute a draft of the directory to those who opted in following the meeting. A final directory will be distributed to those who opted in in early August once final edits have been received.

Nicky reported that only ten residents responded to a survey expressing interest in community activities, with the greatest interest being in the areas of outdoor activities and social events. Nicky will create email groups for the ten interested participants to share opportunities to get together. Given the budget constraints, Fran will not establish a social committee nor will she plan a community-sponsored event.

The board discussed setting a date for the next annual POA meeting. Fran will contact the Western Watauga Community Center to try to secure the facility for October 11th at 11 AM.

Nicky confirmed that the next board meetings are scheduled for August 21 and September 25 from 1-2:30pm EST.

* **Action:**Nicky to distribute draft of the community directory following the meeting and a final version in August once edits have been incorporated.
* **Action:**Nicky to create email groups for the ten interested participants to share opportunities to get together.
* **Action:**Fran to contact the Western Watauga Community Center to try to secure the facility for October 11th at 11 AM.

There was a motion and a second to adjourn the meeting, which was adjourned at 2:45 pm.

Respectively submitted by Nicky Rousseau, Secretary

**Summary of Board Meeting Actions Items**

***Actions From Prior Board Meetings***

**In Progress:**

* **Steve** to revise proposed Restrictive Covenants and work with legal counsel to incorporate NC Statute Chapter 47F, as applicable.
* **Steve** to review bylaws as part of his review of the restrictive covenants.
* **Steve** to circulate a first draft of the budget process to the board.
* **Walter** to propose language regarding restrictions on house size/number of bedrooms to address short-term rental concerns and gather more information on private covenants.
* **Fran** to add Zelle as a payment option with updated language about fees for future POA dues collection; Fran to meet with Steve at the bank to add him to the POA account
* **Kevin** to talk to Bill’s Towing in Boone to determine costs and logistics of placing towing signs.

***Actions From Current Board Meeting***

**In Progress:**

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| * **Steve andNicky** to attend a meeting with attorney Tyler Moffatt on Tuesday July 22 to discuss legal support
* **Steve** to talk to Kevin about road maintenance prioritization and share the plan with board members
* **Fran** to upload updated invoices to the website/shared drive and remove or refresh the outdated estimate from the FEMA documentation
* **Fran** to put the June 30th bank statement and financial transactions on the shared drive
* **Fran** to contact the Western Watauga Community Center to try to secure the facility for October 11th at 11 AM.
* **Nicky** to distribute draft of the community directory following the meeting and a final version in August once edits have been incorporated.
* **Nicky** to create email groups for the ten interested participants to share opportunities to get together.
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