Silverleaf Board Meeting

Date: 17 April 2025

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

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

***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***

Steve discussed the status of FEMA inspections, noting that there have been no updates from the community regarding potential disaster relief from FEMA. Steve has applied to the NC Assistance for Land Repairs to see if there might be additional assistance available to the community. He will update the board once he hears back.

The board will review the draft restrictive covenants at the next board meeting on May 12, 3-5pm. Steve will resend the draft documents for the board to review and submit comments to Nicky for consolidation prior to the meeting.

Nicky said that she had recently worked with Boone real estate attorney John Turner and had been impressed with his competence and responsiveness. Mr. Turner said that he has supported area HOAs/ POAs in the area and would be prepared to support the Silverleaf POA. The board had previously reached out to Nathan Miller for support with the governance documents and lien process. Given that Mr. Miller has acknowledged his heavy workload and has not yet proceeded, the board agreed to request an engagement letter from Mr. Turner and to notify Mr. Miller of the change.

Steve has followed up with the owner whose tree has split and is over-hanging the road at the top of Silverleaf to remove it so that it does not block the road or cause harm.

* **Action**: Steve to resend draft restrictive covenants.
* **Action**: Board to review draft restrictive covenants and submit comments to Nicky for consolidation prior to the meeting on May 12, 2025.
* **Action**: Nicky to request an engagement letter from Mr. Turner and to notify Mr. Miller of the change.

***Treasurer’s Report***

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| Fran shared that 13 residents have not paid their annual dues that were due March 1, and approximately 30 residents have not paid their special assessments which were due April 1. The bank balance is currently $70,075. Fran shared that $643 in fees have been incurred for using Paypal. The board agreed to leave the Paypal option in place for 2025 but to ensure that the cost of paying online be carried by members who choose to use that service in the future. Fran will send a reminder to all residents regarding the dues and assessment deadlines. Fran will load the financial transactions to the Board’s shared directory as well as the list of delinquent accounts. Steve will confirm notification process required to initiate lien process. |  |

* **Action**: Fran to send a reminder email relating to the deadlines for the dues and special assessment.
* **Action:** Fran to load the financial transactions and list of delinquent accounts to the Board’s shared directory.
* **Action**: Steve to confirm notification process required to initiate lien process.

***Member-at-Large’s Report***

Kevin reported that the road crew has started road repair in lower Silverleaf with $5,500 being paid in advance to Colton to cover the gravel purchase. Walter confirmed that he had been trying to track down civil engineering firms which may be able to provide advice on how to address ongoing problem areas on the road. He has not yet been successful, but he will continue his efforts and update the board on his progress.

Kevin suggested that a survey or email be sent to owners to gauge interest in proceeding with the UPS/ FedEx storage solution before incurring additional time or cost. The intent of the solution was to cut down on road usage by delivery trucks. To be effective, full-time and part-time residents would need to agree to use the storage rather than having the trucks deliver to their homes. Costs of the solution are not currently covered within the 2025 budget, so owners may prefer to defer the action and prioritize budget spending on the road repairs.

Kevin agreed to talk to Bill’s Towing in Boone to determine costs and logistics of placing towing signs near the gate. Once we have language for the signs, we will develop identification hang tags for owners and PDFs to electronically share with renters and guests to ensure clear communications around parking in restricted areas.

* **Action:** Steve to draft note to owners to gauge interest in proceeding with the UPS/ FedEx storage solution which he will circulate to the board prior to sending.
* **Action:** Kevin to talk to Bill’s Towing in Boone to determine costs and logistics of placing towing signs.

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***Secretary’s Report***

Nicky confirmed with the board that it was fine to schedule the next three meetings for May 13, June 12 and July 17. Meetings will typically be held 1-2:30pm EST, although the May 13 meeting will be held for two hours from 3-5pm to allow additional time to discuss the draft restrictive covenants.

The board noted that they had not all received the draft minutes of the Road Strategy Meeting on 03/27/25. Nicky agreed to send the draft to the board for edit or approval via email. Walter advised that the first item of each meeting should be the approval of the prior meeting minutes. Nicky agreed to amend the board agendas to reflect this action.

* **Action**: Nicky to send the draft 3/27/25 minutes to the board for edit or approval via email.
* **Action**: Nicky to amend the board agendas to reflect that the first item of each meeting should be the approval of the prior meeting minutes.

***Any other business***

The board expressed interest in proceeding with a social gathering for owners over the summer on a non-holiday weekend. Fran agreed to follow-up with the owners to see who would like to join a social committee to plan an event in a venue such as Valle Crucis park.

* **Action:**Fran to follow-up with the owners to see who would like to join a social committee to plan an event.

Our next board meeting was set for May 13, 2025, 3:00- 5:00pm.

The meeting was adjourned at 2:30 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.
* **Walter** to research civil engineering firms and get estimates for a road assessment.
* **Kevin** to install the mirror that was requested for Goat Mountain Road during the annual meeting in the spring.
* **Nicky** to work with **Fran** to move forward on the opt-in/opt-out process for the directory.

***Actions From Current Board Meeting***

**In Progress:**

* **Steve** to resend draft restrictive covenants.
* **Steve** to confirm notification process required to initiate lien process.
* **Steve** to draft note to owners which he will circulate to the board prior to sending.
* **Kevin** to talk to Bill’s Towing in Boone to determine costs and logistics of placing towing signs.
* **Nicky** to request an engagement letter from Mr. Turner and to notify Mr. Miller of the change.
* **Nicky** to send the draft 3/27/25 minutes to the board for edit or approval via email.
* **Nicky** to amend the board agendas to reflect that the first item of each meeting should be the approval of the prior meeting minutes.
* **Fran** to send a reminder email relating to the deadline for the dues and assessment.
* **Fran** to load the financial transactions and list of delinquent accounts to the Board’s shared directory.
* **Fran** to follow-up with the owners to see who would like to join a social committee to plan an event.
* **Board** to review draft restrictive covenants and submit comments to Nicky for consolidation prior to the meeting on May 12, 2025.