

# DRL HOA

9/1/21 Date

8:05 Time

Chelsea Applebees  
Location

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<b>Meeting called by:</b>	Carolyn Wayland, <b>Board President</b>	<b>Secretary</b>	Tashina Lee
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**Attendees:** Beverly Craft, Melissa Parr, Lakimbrea Reyes Tashina Lee, Carolyn Wayland

## *Minutes*

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**Agenda item: Survey Monkey Follow Up**

**Presenter:** Tashina & LaKimbrea

**Discussion:** Survey Monkey did not go out as planned Tashina did not get the wording skeleton to LaKimbrea so she could create the final survey for distribution. Team worked together to develop wording for Survey questions as well as key details for an introduction to proceed the survey questions. The team decided to make the survey short with two options, one to reflect short term vision and one to reflect long term vision inclusive of short term vision. Team wants to make sure that wording is explicit in that the general membership understands this is not a vote just an interest inventory.

**Conclusions:** Tashina will create an email introduction to go with survey questions developed by the board and email it to the members by Friday for any revision and then send to SMS for dissemination.

### **Action items**

### **Person responsible**

### **Deadline**

✓ Introduction to survey and dissemination of survey.

Tashina

September 5, 2021

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**Agenda item: Lot 5A Development Figures**

**Presenter:** Carolyn

**Discussion:** Carolyn shares with the team results of research on the cost to remove the trees and grade Lot 5A in preparation for long term development possibilities. Team asked several questions of what this loose quote entailed. Questions were answered, no decision made.

**Conclusions:** Team decided to wait to see what membership would like to pursue before going any further with quotes.

### **Action items**

### **Person responsible**

### **Deadline**

✓ None at this time

N/A

N/A

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**Agenda item:** Dam Issue

**Presenter:** Beverly

**Discussion:** Beverly shares in depth information regarding a conversation she has had with Alan Burns and other entities about the construction and upkeep of the Dam(s). Much of the information is promising but none of the contacts are willing to go on record with the information they have shared with Beverly through phone conversation. The board is apprehensive in acting solely on this information as it cannot be verified by anyone other than Beverly. Beverly is actively reaching out to the City of Pelham and Arrington for potentially any documentation they have on the construction and/or maintenance of the Dam(s). This is in an effort to avoid the added expense of having to evaluate both dams. Tashina has contacted an independent Engineer firm that will put together a quote for a scope of work to evaluate and/repair if needed.

**Conclusions:** The team will evaluate at the next meeting based on progress made and any new information gained. Carolyn has also made it clear that before we choose any company or entity to do any work we have solid references and knowledge of insurances they hold.

Action items	Person responsible	Deadline
✓ Contact City of Pelham for record	Beverly	N/A
✓ Coordinate with Engineering	Tashina	N/A

**Agenda item: Code of Ethics** **Presenter: Tashina**

**Discussion:** Tashina suggests that some sort of behavior code should be added to the bylaws to hold board members accountable for actions and treatment of each other and general membership. It is suggested that we simply use the model provided to us by SMS as is for a general code of ethics. The team discusses how to make the code a viable document that will hold consequences for violations. It is decided that the code will be enforced by the whole membership vote to remove any person violating the ethics code. In this we have also decided that the Board will not accept annual gifts from SMS effective immediately. The Board Votes Yes by majority (Yes- Tashina, Carolyn, LaKimbrea, Melissa: Abstain - Beverly)

**Conclusions:**

Carolyn will notify SMS of the board's desire and they will set up time with the Attorney for addition to Bylaws.

Action items	Person responsible	Deadline
✓ Generate wording for addition to ByLaws and Meet with the Lawyer	Tashina/Carolyn	ASAP

**Agenda item: Membership Vote Clarification** **Presenter: Carolyn**

**Discussion:**

It has been asked of Carolyn to explain how the vote was conducted and winners tabulated for the current board. She explains that each owner was allowed to cast votes as well as each Lot Owner (this included builders who have multiple lots) one vote per owner. Votes were counted and some members were notified of results by SMS, others by congratulatory responses from neighbors. On all votes moving forward only full dues paying members will be allowed to vote.

**Conclusions:**

We will request a double blind envelope system for future votes.

Action items	Person responsible	Deadline
✓ Request added to list of ask fors from SMS.	Carolyn/Board	Not determined

**Agenda item: Financials** **Presenter: LaKimbrea**

**Discussion:** LaKimbrea requests contractual documentation for a Landscaping invoice that she has been asked to approve for payment. This leads to further discussion about how contracts and payments have been handled previously. She asks for timely invoices and other documentation before approving any payments.

**Conclusions:** Once again documentation will be requested from SMS

Action items	Person responsible	Deadline
✓ Request of contract from SMS	Carolyn	ASAP

**Agenda item: Management Company** **Presenter:** Carolyn

**Discussion:** The team discusses the list that has gone back and forth through email and asks for one complete list for review before presenting it to SMS.

**Conclusions:**

Tashina will compile a consolidated list from email thread to present to complete board for revision and submission to SMS.

Action items	Person responsible	Deadline
✓ Edit list from email thread	Tashina	ASAP

**Agenda item: Committee Assignments** **Presenter:** LaKimbrea/Melissa/Tashina

**Discussion:**

Team discusses the fragmented committees and develops a plan to fully stock each committee and begin the work assigned to that committee. It is decided that each board member will chair one committee and recruit 4 other members for assistance on that committee with the exception of the ARC committee which will consist of all Board members. Each member is asked to completely fill their committee within two weeks if possible.

**Conclusions:**

The responsibility of decorating the Front Sign will move to the Social Committee

**Lake Committee** - Melissa Parr **Welcome Committee** - Beverly Craft **Common Area/Landscaping Committee**- Tashina Lee **Social Committee** - LaKimbrea Reyes **ARC Committee** - Carolyn Wayland

**Lake Committee Members** - Robert Reyes, Jason Lee, Vernon Jackson

**Common Area/Landscaping Committee Members** - Beverly Craft, Anthony Crawl, Carolyn Wayland

**Social Committee** - Melissa Parr, Melissa Crawl, Libby Wayland

**Welcome Committee** - Latuasha Jackson

**ARC** - Carolyn Wayland, Melissa Parr, Beverly Craft, LaKimbrea Reyes, Tashina Lee

Action items	Person responsible	Deadline
✓ Recruit for committee	Each Member	September 15, 2021

**Agenda item: Pier Meeting Statement for Record** **Presenter:** Carolyn

**Discussion:**

Board felt the need to officially document the emergency meeting at the pier in response to the resignation of Joe Gamble.

**Conclusions:**

Carolyn will construct an official statement to be submitted for the record.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Statement of meeting results	Carolyn	None given

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**Agenda item: Covenant Revisions** **Presenter:** Carolyn

**Discussion:**

The board discussed several covenants and the wording and revision of them. As it was getting late no changes were made the process was tabled until the next meeting.

**Conclusions:**

Members asked to come prepared at the next meeting with suggestions of revision of covenants.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Revisions of covenants	All Board Members	Next Meeting

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***Other Information***

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Melissa will give Don Zeigert at least three dates for potential board meetings or just times the majority of the board is available to gather information he has as it relates to the lake and dam. Meeting dismissed and the next meeting was not determined. Members will email availability to determine the date, time and location of the next meeting.

**NEXT MEETING: TBD**