

QUAKER HILL COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES FOR MAY 22, 2025
Via Zoom at 7:00 PM

CALL TO ORDER

The meeting, held via zoom, was called to order by Dominique Mack at 7:04 PM.

BOARD MEMBERS PRESENT

Dominique Mack
Laura Evans
Rose Gillespie
Lester Simpson
Ashley McCurry

Management- Jody Lee

POLICE/LIAISON REPORT

Lauren O'Malley provided the crime statistics for the month, with most incidences occurring in and around the shopping center. Part 1 crimes are down 21% from this time last year. Sergeant O'Malley is working to determine if the early morning delivery trucks in the shopping center are violating any ordinance.

OPEN FORUM

- One homeowner inquired about holding all board meetings in-person with a virtual option. Currently, the Club Room is not able to support hybrid meetings, but the community may be able to invest in that in the future.
- A homeowner requested that the landscaping at one of the common areas near the community pool be better maintained.

COMMITTEES/REPORTS

ARHA: Lester Simpson did not have any updates to provide. Dominique requested that he provide updates on resident turnover or maintenance items in the future. Dominique asked if ARHA had distributed the parking regulations to the residents since those were sent to ARHA as the owner.

Lester indicated that they do not forward mail to tenants but requested that those letters be directed to his attention so he can distribute those notifications in the future.

COVENANTS: Ashley McCurry and Laura Evans provided the update. The Committee is still actively working on reviewing the current standards and hopes to meet again in June. Annual inspections began and pictures will continue over the coming weeks as weather allows.

ARCHITECTURE: Rose Gillespie stated that the Committee had no new applications.

LANDSCAPING AND GROUNDS: Caroline Morris provided the update. The plants pool planters are doing well with the spring rains. She is researching fall plantings. She is hoping to hold another cleanup day.

The Trickle Stream seeding was done in and around the pond, but plantings of new shrubs and plants will have to wait until the weather improves.

PARKING: Dominique Mack stated that the reminder of rules and regulations were distributed around the community. There seemed to be a slight improvement in compliance with the system by residents but reminded the neighbors that fines are an option that can be implemented if necessary.

SNOW: Dominique had no update, but vendor contracts will be researched in early Fall.

APPROVAL OF MINUTES

The Board reviewed the minutes from the April 24, 2025, meeting.

Laura motioned to approve; Rose seconded. The Board unanimously approved the minutes (5-0-0).

FINANCIAL MANAGEMENT

- Rose Gillespie shared the April 2025 financials and Treasurer's report. The annual audit found nothing unusual. The expenses in April included supplies for community center to prepare for pool season, the roof-leak analysis and some light pole repair on Quaker Hill Court. The Covenants contract was also paid.
- One CD matured on May 5th and another \$50,000 was reinvested.

CONTRACT SERVICES/PROPOSAL

Clubhouse Ceiling

- One proposal was submitted by District Builds LLC to repair the ceiling in the clubhouse for \$1,850. This would cover the exit sign and ceiling painting.

Rose motioned to approve; Laura seconded. The Board unanimously approved (5-0-0).

Light Pole Painting

- Four proposals were submitted to paint the 26 light poles in the community.
 - KPS, LLC submitted a proposal for \$8,680;
 - Michael Lee & Son's Home Improvement LLC submitted a proposal for \$6,978;
 - Ultra Company submitted a proposal for \$8,860; and
 - Williams Professional Painting & Contracting submitted a proposal for \$13,319.66.

Rose motioned to approve the proposal from Michael Lee & Son's Home Improvement, LLC; Ashley seconded. The Board unanimously approved (5-0-0).

RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

On 4/29/25 the Board approved a transfer of \$250,000 from retained earnings to replacement reserves, as recommended by the audit company, but only with the understanding that this is an accounting ledger adjustment only and that actual cash reserves will not be moved from their current accounts.

Rose motioned to ratify the vote to approve moving \$250,000 from retained earnings to replacement reserves. This would decrease retained earnings to \$67,221.57, which would reduce the percentage to 18.011%, within the 10-20% range and reclassing equity from retained earnings to replacement reserves; Ashley seconded. The email vote was ratified (5-0-0).

UNFINISHED BUSINESS

Erosion Project – The Board has been in contact with Kimley Horn to wrap up the final details of the project. The grass growth in the area is good, and we are ready to remove the orange safety fencing. The intake valve at the top now has a permanent cover. The outflow section still needs to get its permanent cover, and the gas valve needs to be uncovered so it's visible once the stake is removed. Landscaping should begin cutting the new grass soon, and there should be additional plantings in the fall.

NEW BUSINESS

Duke Street Improvement - A representative from the City Planner will be at the June meeting to provide an update on the Duke Street Improvement project and answer questions on how that will affect the neighborhood.

TMP Report – there were no payouts in May. The balance in the TMP fund is \$1,200.

Rose motioned to move \$5,000 to the TMP funds; Ashley seconded. The Board unanimously approved (5-0-0).

EXECUTIVE SESSION

PRIVILEGED: Laura moved to convene in Executive Session to consider personnel matters, consult with legal counsel, discuss and consider contracts, pending or probably litigation, and matters involving violations of the rules and regulations. The Board held hearings for covenants violations; Lester seconded. The Board entered Executive Session at 8:05 PM.

Rose moved to move out of Executive Session; Lester seconded. The Board reconvened into General Session at 8:29 PM.

RECONVENE INTO GENERAL SESSION

Rose moved to adjourn; Lester seconded. The Board members unanimously voted to adjourn at 8:29 PM.

NEXT MEETING: Board Meeting scheduled for June 26, 2025, at 7:00 PM over Zoom.

Respectfully submitted,
Ashley McCurry, Secretary