

**Arboretum Community Association
Homeowners Meeting, Arboretum Clubhouse
Tuesday, February 13, 2024**

MINUTES

The meeting was called to order at 7:00 p.m. by President Gretchen Koch. Board members present: Gretchen Koch, Kathleen Berry, Jerry Johnson, Jackie Santos and Ed Walenciak. 19 residents were in attendance.

APPROVAL OF MINUTES: A motion to approve the Homeowners Meeting Minutes of January 11th was made and passed unanimously.

TREASURER'S REPORT: Kathleen Berry reported the following:

Capital Reserves

- Capital Items Fund: \$232,055
- January: bridge repair \$21,768.00

Operating Expenses

- Operating Fund: \$90,408.

A motion to approve the Treasurer's report was made and passed unanimously.

COMMITTEE REPORTS:

Caswell Beach Liaison: Sharon Remaly reported for Marty Clarke:

- The town is expanding the utility building, to add a meeting room between the buildings, using federal and state funds.
- The Tom Hess walkway to the beach has been finished.
- The town has a need for volunteers on new committees being formed:
 - Neighborhood Committee to organize community activities.
 - Communication Committee to notify the community about events and notices.

Volunteers can get more info and sign up at the town hall. Meeting schedules of each committee will be up to each committee to decide. Info on the committees can also be found at the town website at <https://www.caswellbeach.org/community-advisory-committees>.

Building & Grounds: Mike Heilman reported:

- Replaced the door knob on the pool room door. Keyed to the same key so no new keys needed.
- Cut down and removed the Bradford Pear that was severely damaged at Wisteria, near bridge. Bob Ahlers, Rob Serra and Mark Fiorino helped.
- I got a contractor Jace Dean to come in and grind up the massive stump left by the two live oaks. One was taken out and the other fell during the last storm.
- Cleaned up the bridge after Macpherson finished up. Bill Sharber and I picked up several pounds of nails and screws that were dropped on the bridge and rolled between boards.
- Cleaned some dead shrubs from around the Love seat down at the pond.

ACA Homeowners Meeting Minutes

- Rebuilt the Bicycle rack down at the Golf cart parking area with Ed Walenciak and Bob Ahlers. Jack C placed an antique bike ornament on the rack that we never found nor did we find out who smashed the rack itself down.
- Did some preliminary work estimating the effort to replace the floor in the social room. Kathy Milley and Doug have about 270 sq ft in their shed that would more than cover the floor. Carpet removal, and flooring replacement would be manageable. The tough part would be dealing with shelving and moving everything out and back in and where do we store it temporarily.

Beautification: Pat Conklin reported that there are no issues.

Landscaping: Joe Berry sent report:

- People should report any problems they see to Joe Berry, so the landscapers can be notified.
- Pre-emergent weed killer will be applied.

Clubhouse: Sandy Berry reported she will be meeting the fire inspector tomorrow for the annual inspection.

Pool & Spa: Doug Samuel reported:

- The pool is okay.
- The pool company Aquatech had provided an estimate of \$26K annually for pool maintenance. Doug was trying to get a plan where our pool committee would do water testing, to reduce the maintenance price, but companies have a problem with that due to their liability for pool operations.
- Mark Fiorino and Paul McGrath have volunteered to be on the pool committee, and Mark has volunteered to be the pool committee chairman. This will eliminate the need for hiring a pool company to do all of the maintenance. Doug will assist Mark in the state inspection of the pool. Two inspections are required per year, but the one in September is a “rubber stamp” of the upcoming one.
- The Spa pumps have been removed, and the electrician has removed all of the spa pump electrical connections.

Reservations: No issues.

Security: George Czerw reported that everything is fine.

Architectural Review: Peter Koch reported that approvals were given for 2 tree removals, 1 rear window, and 1 fence.

Caswell Plantation: Dan Donovan reported that the Caswell Plantation is working the plan they developed for the eradication of non-native plants in the maritime reserve trial area.

Social Committee: Megan Heilman reported the following:

- Soup and Salad Dinner was successful.
- Trivia Night -Saturday, March 16, 6:45-9:00pm. Jackie and Carol are organizing. The event needs a minimum of 18 people. People do not need to organize teams; they will be assigned that night.
- Bonfire and S'mores on the beach -Saturday, April 27, 7:00-?

- Deck Party – June 1.

The social committee has plans to spend some of the tag sale proceeds on renovations for the clubhouse social committee room and purchases for the clubhouse. Since the clubhouse is owned by the ACA, the board needs to approve the plans.

Renovations for the social committee room:

- The Social Committee room would have the carpet removed and replaced by LVP flooring donated by Kathy Milley and Doug Samuel
- The wood shelving in the room would be reconfigured, perhaps purchasing replacement shelves
- Purchase of clear totes for storage
- The room will be repainted
- The labor may be done by the committee with help from the Building and Grounds Committee

Clubhouse purchases:

- There is a need for an additional 48" round table for the deck
- Five table umbrellas will be purchased to replace the old tattered ones.

A motion to approve the plan for renovations/purchases was made and passed unanimously.

Welcome Committee: Cathy Hahn welcomed the McGraths to the neighborhood.

OLD BUSINESS:

Pond Dredging update – Gretchen Koch reported:

- Fittings need to be added to the release valve on the dam. Expect that to be done tomorrow. The pond subcontractor Shapemasters will be finishing up and removing the temporary drain pipes that were put around the pond to reduce erosion during construction. The pond work is expected to be finished this week.
- Jerry Johnson noted that we need the contractor to do a trial run of the drainage pipe. Gretchen stated that it is included in the contract, and we will plan the trial run for when the work is complete.

ARC Tree Policy revisions: Peter Koch reported:

- The ARC has reviewed the tree removal policy and recommends the following policy revisions to the Board. The ARC tree policy was previously amended to help with reforestation, by requiring tree replacement, and to allow for tree removal for owner preference in addition to the existing reasons.
- Because many properties are already overgrown/filled with trees, the procedure will be changed to only require replacement when trees are removed due to user preference. It is recommended by the ARC that the old tree rules, such as distance from homes or dead trees be used as a basis for removal with no replacement. The previous revision to give homeowners who want to remove a tree for aesthetic or landscaping reasons the ability to apply for that action will be retained, but that those trees must be replaced somewhere on the property.
- Tree sizes that are covered by the policy will remain the same.

- The revised ARC Tree Policy can be found on the Arboretum website at [ARC Policies and Application Forms](https://arboretumhoa.org/redbook/architectural-package/arc-requirements-and-policies/arc-application-forms) (https://arboretumhoa.org/redbook/architectural-package/arc-requirements-and-policies/arc-application-forms).

A motion to approve the updated procedure was made and passed unanimously.

Bridge beam repair – Gretchen Koch reported:

McPherson Marine completed the work on replacing the bridge beams. The work was done for \$21,768, \$1000 under their estimate.

AED replacement – Ed Walenciak reported:

Work is still proceeding on procuring a new AED for the clubhouse to replace the obsolete one we have. At last month's meeting it was noted that Wendy Chavez may be able to help us get a grant to purchase a new AED. Ed will check with her to see if we can still get a grant if we decide to go with a lease plan to get the new AED.

NEW BUSINESS:

Homeowners meeting schedule:

- The homeowners' meetings will be switching to meeting every other month. Most issues are taking months to resolve, so the board does not see a need to meet monthly. The next meeting will be in April. The HOA will meet every other month thru September. There will be an HOA meeting in October and November, however the HOA will not meet in December.
- An email address for the Arboretum Board of Directors was previously set up, to use if there are issues that need the board's attention. This was listed in previous minutes. The email address is arboretumbod@googlegroups.com.
- The board will continue to hold agenda planning meetings every month, on the first Monday of each month. Residents can attend, but only to observe. They cannot participate in those meetings.

QUESTIONS & ANSWERS

- There was a discussion on the rising cost of insurance. It was noted that Oak Island Villas had a large increase, and the question was on what the Arboretum has seen. Jerry noted that we've been notified of a 21% increase in our March renewal, with wind and hail insurance being the major increase. Jerry is talking to Coastline Insurance about other options, and Janie Schepker said she knows of other companies and will pass them on to Jerry.

MOTION TO ADJOURN: A motion to adjourn was made and approved at 7:49.

Next homeowners meeting will be Tuesday April 9th, 2024.