

Approved:  
Zack Taylor – 9/25/23  
Ed Heffelfinger – 9/25/23  
Jule White – 9/25/23  
Cathy Gilbert – 9/25/23

## **Avera Place Home Owners Association Meeting Minutes**

### **September 20, 2023 5:30pm ET/2:30pm PT**

1. Agenda – Zack Taylor
2. Establish Quorum – Zack Taylor, Ed Heffelfinger, Jule White and Cathy Gilbert with Michele Apple from Wilson Property Management.
3. Executive Board Members for July 2023 - July 2024:  
Zack Taylor – President  
Ed Heffelfinger – Vice President  
Jule White – Treasurer  
Cathy Gilbert – Secretary  

Kathy Waite is no longer on the Executive Board because she has sold her condo. The Bylaws state that “Vacancies in the Executive Board may be filled until the date of the next Annual Meeting of the Association by the remaining Executive Board members...” and “...Any person may hold two or more offices, except that the President shall not also be Vice-President, Secretary or an Assistant Secretary.” Zack Taylor asked anyone who might be interested in joining the vacancy to contact Michele Apple. It was also confirmed that the Executive Board seat will be up for re-election in July 2024.
4. Old Business:
  - i. Pool – The Avera Place pool closed at the end of the day, Monday, September 11, 2023. It was a successful pool season. Of note, Swim Club Management Group of Raleigh will no longer be tasked with managing the pool. A contract with Southeast Pools has been signed and will begin in October. American Pool had been managing the pool for several years until the company was absorbed by Swim Club Management Group of Raleigh. Southeast Pools was highly recommended by another property manager with

Wilson Property Management and their contract price is slightly less expensive than renewing with SCMG would have been.

- ii. Pressure Washing – Pressure washing was completed in mid-August. All of the villas, 2 story buildings, 3 story building breezeways, Clubhouse, mail kiosk and putting green were pressure washed. With the exception of one year, only the breezeways of the 3 story buildings have been power washed. For next year's budget, the Executive Board will explore modifications to the power washing schedule to include more frequent power washing to the exteriors of the 3-story buildings.
  - iii. Parking Lots – The parking lots at the 2 and 3 story building will be having the parking lots re-stripped/re-numbered in the coming month – month and a half. Please be on the lookout for notification and if you rent out your unit, please let your residents know that they will need to move their vehicles. WPM will distribute notification as early as possible so ample notice is given to all residents. Notices will be hung on all doors and also placed on vehicle windshields. The project will be completed over a 2-day period and cars will need to be removed from the parking lots. Any cars that are not moved will be towed at the vehicle owner's expense.
5. New Business:
- i. Budget Items – Landscape Management Provider/Landscaping – The Budget meeting will be the next meeting in November. There have not been many project suggestions for the 2024 budget, however the landscape contract is being reconsidered. The Executive Board signed a contract with Brightview to begin services January 1, 2023 with hopes for better landscaping services, however, that has not been the case so the Executive Board is currently reviewing bids from other landscape management companies. The Executive Board will be meeting with Brightview tomorrow, September 21, 2023 to discuss the services being received thus far and will be meeting with another vendor on Friday, September 22, 2023 to review another bid. The Executive Board has already met with another landscaping vendor. A decision will need to be finalized as notice must be received by Brightview by the end of this

month, so the contract is not auto-renewed. A comment that the crepe myrtles had been “crepe murdered” was made. The Executive Board stated that when Little Squirrels made the proposal to prune the trees, Brightview would be handling the maintenance of the trees. Also, Little Squirrels had proposed to complete the crepe myrtle pruning over 2 seasons instead of the extreme pruning that was performed, but in an effort to keep the cost lower and with the understanding that the trees would be less than 12’ in height, therefore within the scope of work for Brightview the trees would not be out of control. However, the Executive Board was not informed that the crepe myrtles could sprout from the bottom instead of from the top after such a harsh resetting pruning.

6. . Future Meetings:
  1. Executive Board Meeting: Budget meeting in November TBD
  2. Online HOA Meeting: TBD
7. Close the official HOA meeting (Zack)
8. State of the Complex –Wilson Properties (Michele)
  - a. Vacancy stats
  - b. Rental Rates
  - c. Sales Information

**Contact Information:**

**Michele Apple, Property Manager**

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