

Approved by:
Zack Taylor – 6/18/2024
Ed Heffelfinger – 6/18/2024
Jule White – 6/18/2024

Avera Place Home Owners Association Meeting Minutes

March 20, 2024 3:30pm ET/12:30pm PT

1. Agenda – Zack Taylor
2. Establish Quorum: Zack Taylor, Jule White, Suzanne Martin with Michele Apple from Wilson Property Management.
3. Old Business:
 - a. Reserve Study -- The Executive Board has hired Giles-Flythe to complete the reserve study. They completed the study in 2017. Another company was considered, but after reviewing both estimates, Giles-Flythe was determined to be the best of the two options. The Executive Board received positive feedback from other HOAs who had used them for their reserve studies in the recent past, and they do all the reserve study work in house instead of subbing it out to other contractors. This is being completed to understand our future liabilities, assets and their lifespan. We know the roofs are at an age where they need replacement, so we are having the reserve study completed to get a clear understanding of the financial responsibilities we have as a community.
 - b. Gutter cleaning – The initial company whose bid was chosen was unable to honor their bid, so the Executive Board chose a different company. The date for the work has not been scheduled yet, but it will be occurring in the coming weeks and notice will be sent out.
 - c. Update on necessary retention pond work – Triangle Pond and Daugherty concrete provided a bid to take care of some issues that were identified, including fallen trees, rip rap, and things of that nature. While the bids were close in price point, ultimately, the Executive Board decided to go with Triangle Pond Management since they are the company that provide the monthly maintenance to the ponds.
4. New Business:

- a. Annual Meeting in July – Kathy Gilbert had to step down from the Executive Board. The Executive Board has decided to keep the position open until the annual elections in July. If you are interested in joining the Executive Board, please let Michele Apple know. There will be a total of 3 seats; two of the positions are up for re-election and there is one vacant seat. The election is for open seats only and then positions (President, Vice President, etc) are determined. During the annual meeting, anyone interested in running will get the opportunity to introduce themselves, but if you are interested, please consider sending a 500 word or less write up about why you are interested to Michele Apple so she can send it out with the Annual Meeting notice.
- b. Pool Opening – The pool will be opening on May 11, 2024. The Pool Company has been getting the pool ready for inspection. The inspection fee has already been paid to Wake County, so the inspection will occur any day. Pool cards will be deactivated April 12, 2024 and all residents will need to come to the Clubhouse to sign off on the pool rules to have the card reactivated. All residents will need to bring proof of residency (lease, or utility bill). When the cards get reactivated, their unique id number is entered into the database according to what unit they live in. This unique ID number can help to identify when residents enter the pool so that any unauthorized activity can be addressed as soon as it occurs.
- c.

5. Future Meetings:

1. Executive Board Meeting: April 16, 2024 3:30pm
2. Next Online HOA Meeting: May TBD

6. Close the official HOA meeting (Zack)

7. State of the Complex –Wilson Properties (Michele)

- a. Vacancy stats
- b. Rental Rates
- c. Sales Information

Contact Information:

Michele Apple, Property Manager

Avera Place Office 919-957-0116
averaplace@wpminc.net
Jeb Black - jebblack@wpminc.net