

Walnut Bend Property Owners' Association
Board of Directors Meeting
September 24, 2016
Unapproved Minutes

Call to Order – Don Hills called the meeting to order at 2:50pm.

Assignment of Offices – President – Don Hills, Vice-President – Ken Dickey, Treasurer – Scott Siemsen, Secretary – Brenda Siemsen and Director At Large – Pam Mulinix

Judy Schiffer voiced concerns about 2 families in the development controlling the Board and she feels there is no representation for those not living in the development. Judy feels there is no communication to those who do not live here.

Don expressed there will be better communication to all owners and there will be at least one Board Meeting per quarter.

Scott said he is working on setting up a website to help with communication to all owners.

Roll Call – Board Members - President – Don Hills, Treasurer – Scott Siemsen, Secretary – Brenda Siemsen and Director At Large – Pam Mulinix

Others Present – Michael Pappas, Donna Pappas, Judy Schiffer, Valerie Whitson

Approve Minutes of September 27, 2014 BOD Meeting

July 22, 2015 Logging Activities

August 13, 2015 Logging Activities

September 22, 2015 Logging Activities

Scott moved to approve the minutes as printed; Pam seconded; motion passed.

Old Business

Scott reported there is 17,240 lbs of road salt left. Approximately 3,000 lbs is used each time the road is salted so we should have about 5 more saltings.

New Business

- Scott reported:
 1. The post office box was closed and we are now using the mailbox address for Lot 9, the marina. The address is 163 Walnut Bend Dr., this saves the association the fee for the post office box and it saves having to make a trip into Rogersville to retrieve the mail.
 2. When Scott took over as Treasurer he upgraded the Quickbooks program. We now have the ability to email the annual maintenance fee invoices through Quickbooks.
 3. AT&T provides the phone service at the call box at the gate. There was no long distance service so you had to have a local phone number for someone to be able to call you from the call box. The service was upgraded to allow long distance service for a cheaper rate than the previous service.

4. Went through GO DADDY and set up a domain for Walnut Bend so we can set up a website.
 5. The Proposed 2017 Budget was presented. Brenda moved to accept the Proposed 2017 Budget; Pam seconded; motion passed.
- Michael Pappas requested to have the meetings more open to owners by using a conference call phone so owners can attend via telephone. Should we purchase a teleconference phone or find a location for the meeting where one might be provided? Don will check into this.
 - Don Hills reported on the road repairs. We have received 3 bids to repair the road. All 3 bidders will use the same process to repair the road and install curbing to direct the water run-off to the drains.
LW Paving, Rogersville, \$19,500 with asphalt curbing
Brown Brothers, Greeneville, \$12,525 with asphalt curbing
\$14,600 with concrete curbing
Miser Asphalt & Paving, Morristown, \$8,750 with asphalt curbing

Valerie said she knows Brown Brothers and they are very reputable. They were recommended to us by Brian Hennard.

Don recommended using Miser because they are the lowest bid, can start the work right away and offer a 3 year warranty. Pam asked if we can get referrals.

Scott moved we use Miser with the caveat that we can see some of their work and get good references; Pam seconded; motion passed.

Michael Pappas recommended putting reflectors on the curbs to the snow plow does not cause damage to them.

- Don Hills reported he is going to contact Holston Electric about trimming the trees over the power lines.
- Brenda Siemsen proposed making WBPOA Handbooks for all owners and presented a sample. The books will contain the contact information for the Board Members, a plat map, a directory of owners, the Covenants, the Bylaws, the Architectural Review Committee Guidelines and other rules and guidelines. The books will cost about \$10.00 each which will include postage for mailing to owners.
Valerie suggested sending an email requesting orders for the handbooks, then we will know how many to print. The cost will be covered by the Association.
Michael suggesting putting all this on the website to save the cost of printing and to be more green.
- Brenda Siemsen suggested forming a Bylaws Review Committee to update the Bylaws. Judy Schiffer, Valerie Whitson, Teddy Whitson and Brenda Siemsen volunteered for this committee.

- Scott Siemsen suggested having named committees with at least 2 members. Michael suggested there be 1 board member on each committee for the approval of spending funds.

Scott moved that 3 committees be formed, the Marina Committee, the Road Committee and the Access Control Committee; Don seconded; motion passed. Currently members of these committees are as follows:

Marina – Don & Scott

Roads – Don & Teddy

Access Control – Scott & Pam

The Architectural Review Committee is established in the Covenants, the members are Pam Mulinix, Brian Boles, and Teddy Whitson.

Next Board of Directors Meeting will be held January 21, 2017 at 1:00pm, location to be determined.

Adjournment – Brenda moved to adjourn; Scott seconded, motion passed.