

## GBRPA Board Meeting January 14, 2021

### Minutes

Attendees: Stephanie Bartenope, Bill Creel, Lindsey Cravatt, Scott Gilliland, Bryan Reese, Ed Barron

Guests : Jack Grasset, Association Services and Toni Myers, Beal Properties

Ed Barron opened the meeting at 8:00p.m. and introduced Mr. Grasset to review the services Association provides to Home Owner Associations in the B/CS area. He currently provides services to 24 HOA's. The services highlighted include Invoicing for annual dues, follow-up notices after 30 days on those who fail to comply, monitor on regular basis for code violations (Photos, post cards, letter, cert. letter, then letter from attorney. If all fails then lien enforcement with attorney assistance. They deposit Checks, become contact point with county, title and real estate companies, monitor and advise Board on state codes, file federal tax report and state franchise report, store important records, provide Resale Certificates includes any CCV violations, provide title co.s with dues updates when requested, contact point for the listed entities and lot owners, web site and assist with newsletter distributions as well as other mail-outs. They also assist with financial statements, assist with arranging for liability insurance and attorney, there may be discounts. His charge is based on an annual fee of \$2.50 per lot per month plus a one- time set-up fee. This covers all Regular Services. There are other fees such as postage/copying. Some services involve fine collection, Resale Certificates, court filings, and attorney fees that generate fees the HOA recovers. These notes may include items not fully covered and omissions.

Our next guest is Tori Myers, representing Beal Properties. Their services include Invoicing lot owners of annual dues including late fees, monitoring for Code violations, Web-site, Re-sale Certificates, Record-Keeping, financial reporting, bank deposits, assist with annual meeting, regular bi-monthly patrols for code violations, manage fines program, provide access to legal firm discounts, current rate \$200 collection letter. Janis Butterfield is the lawyer they use, they service 22 HOA's, don't charge for postage, like the above they back-charge certified letters to property owners. They base their fees for regular services at \$250 per month and a one-time set fee of \$500.00. She had based her fees on our initial contact when we were an thinking in terms of only Phases 1-5 and 65 lots. When I mentioned we are now focused on one association all phases of the subdivision and 97 lots. She said the fee will be higher. We are uncertain as to the amount.

After the guest were finished with their presentation Ed dismissed the guests and opened the official business meeting. Reviewed the minutes of the December 12,2020 meeting. Hearing on corrections or omissions they were approved.

The next item of business was the election of officers for 2021. A slate of candidates was presented that included Ed Barron as President, Bill Creel, Vice President, Lindsey Cravatt Secretary, and Stephanie Bartenope Treasurer. The Chair called for a motion to accept the candidates, it was made and seconded and voice vote called and voted to accept the nominees, no objections.

The next item of business Approval of Budget 2021, this item tabled by the Chair given we are not ready to decide on the Management Company and will address this at our February meeting.

Next item selection of Management Company, again no decision tabled the item and will be on the agenda for our next meeting.

Next item Annual Maintenance Charge, the Chair presented a recommendation the annual charge for 2021 be the same \$100.00 per lot as approved in the recent Association Election. A motion was approved and seconded. The Board members voted all in favor of the motion and it passed.

Hearing no further old or new business , the next meeting was set for Thursday February 4, 2021 begin at 7:00 pm.