

**Ridge Haven Property Owners Association**  
**Electronic Meeting**  
**March 6 - June 12, 2019**  
**Minutes**

This was our first "Electronic Meeting" which had been approved by the POA membership. Two items were before the POA:

1. A motion to expand the Board of Directors.
2. A motion to change the wording of the Rental Agreement.

We received 29 votes from our POA members which makes a quorum.

All members voted for expanding the Board of Directors. Only one member opposed changing the wording of the Rental Agreement.

One member asked that we pass on a suggestion regarding driving on our POA roads. It is suggested that we slow down and be very careful of oncoming cars. Since our roads are basically one lane, curves can become very dangerous if one is driving too fast.

Our plan is to keep the membership informed of anything that may be of concern to our members.

Respectfully Submitted,

Tom Osterhaus, Vice President/Secretary

**TO: RH POA RESIDENTS**

**FROM: TOM OSTERHAUS, VP/SECRETARY OF RH POA**

**RE: POSSIBLE CHANGE OF POA BUSINESS MEETINGS**

**DATE: NOVEMBER 21, 2018**

The RH POA Board of Directors, which is made up of Kim Conner, President, Tom Osterhaus, Vice President/Secretary, and Lynn Taylor, Treasurer, met on November 13th to discuss various items regarding our POA. One of the main reasons we met was to discuss an upcoming meeting of the POA and how to achieve a quorum so as to be able to do business. As you may remember, last year we only had 12 attendees and in 2016 only 16. We need at least 35 members to have a quorum and be able to conduct business. Much of the reason for not achieving a quorum is due to the fact that many live a good distance from Ridge Haven making it difficult to attend. These last two years we've had to send out ballots and pass motions electronically. To call a meeting and not have sufficient people to do business is not a wise use of time and resources for any of us, members as well as your Board of Directors.

Our POA documents (Bylaws, Covenants, Standards and Procedures) do not make provision for the business of the annual meeting to be done with "electronic/digital/mail." The Board believes that amending our various documents as needed to allow for holding "electronic" meetings is necessary and the efficient thing to do if we are to carry on our business in any decent and fruitful way. We are currently working on reviewing the document for the changes that need to be made.

We are therefore asking your permission to allow us to make the necessary changes to our documents to allow for "meetings" to be held using electronic and/or ground mail. Since we have not yet identified all the places in our documents that these changes would be necessary, we are asking you to approve this change in principle. With such a change our plan will be to send you all the information as if we were meeting physically - reports, minutes, recommendations, etc. - and allow you to respond, ask questions, and vote.

If this recommendation of the Board is approved we have a few matters of business before us at present. Among them are the following:

1. That Tom Osterhaus be approved to continue to serve as Vice President/Secretary for a two year term (2018-2020).
2. That our treasurer, due to the regularity of the payoff of the loan by the Tiptons (for road paving), be permitted to write the monthly check without having to secure a co-signer (due to the amount exceeding the \$600 limit). The monthly amount is \$1325.98.
3. That changes be made to ByLaws, Covenants and Standards & Procedures to enlarge the board to include the elected officers and an equal number of appointed members from the owners to carry on day-to-day business.

Thank you for your consideration of this matter and your feedback.

As a matter of information for those of us who pay a water bill: Ridge Haven will not be raising our yearly charge in 2019. Lynn Taylor, our treasurer, will bill you directly early in 2019. You will need to pay this directly to the POA and not to Ridge Haven Camp and Conference Center. Checks will be paid to Lynn Taylor, Treasurer, at the address on the letter you will receive in 2019 (214 Panther Ridge Road, Brevard, NC 28712).

All this is to say: we are asking you, the members of the Ridge Haven Property Owners Association, to tell us whether you approve the concept of holding “electronic/mail” annual meetings in order to deal with matters that need to be before the Association, rather than relying on a face-to-face annual meeting. Please respond to me at the email, phone, or regular mail (see below). Please let us know “yes” or “no”.

My email is [tomost@me.com](mailto:tomost@me.com). My address is 29 Panther Ridge Road, Brevard, NC 28712. If you have any questions you may call Tom at 828-577-4385 or call President Kim Conner at 864-608-0850.

If you approve the above change as regards the annual meeting, we will be asking you to vote on the other three motions listed above. We will also send the various reports that we customarily distribute at the annual meeting.

Also, if your email address, phone number, or physical address have changed please let me know of the change. It's much easier and quicker to do business via email than by snail mail.

Thank you for your patience and understanding.

Tom Osterhaus, Vice President/Secretary  
Ridge Haven Property Owners Association

## 2018 Architectural Committee:

No report for 2018. The committee would like to remind everyone to be sure to contact them in the event you want to change colors of your house or roof and also if you plan to build any new structures on your property.

## Road Committee Report 2018

***First and foremost, we want to thank every resident that has trimmed the road edges and blew leaves out of ditches in both subdivisions this past year! Your efforts have enabled us to keep the road expenditures to a minimum so we can save funds to pay for future repairs and upkeep to our paved roads.***

### 2018 Synopsis:

- Beginning balance of the road account on January 1, 2018 \$6,830.76.
- In January a snow fall occurred; plowing done by Chris Galloway and Nathan Emerson; Cost \$336.00.
- In April, road fees paid by residents was deposited into the road fund account; \$20,680. (\$21,580 is the amount that is supposed to be deposited each year; some residents did not pay on time)
- In May, Jon Champ did leaf/ditch cleaning in Panther Ridge; cost \$640.00. The ditches and leaves in Laurel Ridge were cleaned gratis by Chris Tipton and Pat & Tim Powers.
- In July, weed eating of Fox Lane was done as it was quite overgrown; cost \$200.00.
- In September, Pat Powers and Chris Tipton surveyed all the paved roads for road edge problems and identified edges that needed to be shored up/worked on. An estimate to repair all the areas was received and was way too expensive to commit to repairing all of them. It was decided by the road committee to repair the worst one, Overbrook, due to the holes along the edges that opened up and the dirt/gravel edges in places along Overbrook that were 6 or more inches below the bottom of the pavement. Chris Galloway did the repairs to the edges by backfilling with MANY truckloads of fill and packing it in; cost \$4,000.
- In December, a major snowfall occurred, plowing of the roads cost \$550.00.
- The ending balance in the road fund on December 31, 2018 was \$7,211.66.
- Road fees paid by the residents will be deposited again into the account in April 2019; expected amount \$21,580.
- The paving loan payments for 12 months equal \$15,911.76, leaving \$5,668.24 each year to pay for maintenance, repairs, snow plowing, ditch clearing and to save for the improvement of the three unpaved roads (Lost Panther, the top portion of Panther Trace above the Hill's, and Oak Brook East)
- Future road projects:
- w Seal cracks in older asphalt roads in April 2019 in order to keep water out of the cracks preventing dirt to wash away beneath pavement and ice from spreading the cracks and further deteriorating the roads. Cost in previous years was \$850, however
- road committee members may take on this project by purchasing product and doing it themselves saving money.
- Clean the roadside drainage ditches of debris and fallen leaves in April or May 2019. Cost unknown at this time; most of the residents assisted in this endeavor.
- Some edging of the older asphalt roads in both subdivisions is still needed. Edging with road/gravel mix to provide a foundation for the road edges to prevent further deterioration of the road edges and provide a smoother surface for cars having to pull off the road for oncoming traffic to pass keeps the pavement from deteriorating. Will consider spending about the same amount in 2019 as we did in 2018; that will depend on what unanticipated expenditures we incur before August 2019 and the road account balance at that time.

- Normal maintenance will be done in 2019 as needed such as snow plowing, trimming, leaf blowing, cleaning out ditches and sealing asphalt cracks; much of it is being done by residents!
- We only have two totally unpaved roads (Lost Panther and Oak Brook East) and one road partially unpaved (Panther Trace). Until the lots those roads lead to are built upon, they will not be further improved or paved. All are passable to the lots.
- In the summer of 2019, an assessment of the older paved roads will be taken to see if any are in need of major repair or patching and a plan will be put into place to repair them taking into account the amount of funds available in the road account.

## Treasurer's Report for 2018

. We began the year with a balance of **\$58,989.31**.

Account assets were

**\$ 26,393.90** Non-Profit Organization Checking Account

**\$ 6,830.76** Road Maintenance and Construction Account

**\$ 5,407.97** Assessment Account

**\$ 20,356.68** Money Market Account

. A total of **\$15,911.76** was paid on the road loan in 2018. The remaining balance as of December 31, 2018 is **\$50,769.52**. The original loan of \$86,000 at 3.5% for 72 months was taken out for the purpose of paving the roads in the Panther Ridge and Laurel Ridge subdivisions. The project has been completed.

. A total of **\$37,520.00** was collected for the 2018 POA billing. These funds included **\$21,320.00** for road fees, **\$7,300** for dues and **\$8,900.00** for the assessment. The 2019 billing was sent out in January. This reflects a reduction of \$460.00 from the previous year due to one owner not having paid as of December 31, 2018.

. In 2018 a total of **\$9,600** was paid to Ridge Haven for the amenities. The remaining balance to be paid to Ridge Haven over the next four (4) years will be \$38,400.00.

. In 2018 the water bills were sent out inadvertently by the Ridge Haven Camp Treasurer. In order to keep confusion at a minimum, it was decided to leave it as it happened and the water bills were paid directly to Ridge Haven. The water bills will be sent out by Lynn Taylor POA Treasurer in late March.

. The 2018 activity concerning the Road Maintenance account can be seen in the Road Committee Report, prepared by Pat Powers. She did a fantastic job of breaking down the numbers and presenting the activity.

. We ended 2018 with a balance of **\$65,331.73**

Account assets were

**\$ 17,404.93** Non-Profit Organizational Checking Account

**\$ 7,211.66** Road Maintenance and Construction Account

**\$ 0.00** Assessment Account

**\$ 40,715.14** Money Market Account

The Assessment account was closed in November and the money moved to the NPO checking Account, then \$20,000.00 was moved to the Money Market account.

Submitted by Lynn Taylor, Treasurer