

• **Board of Directors Meeting** •

<ul style="list-style-type: none"> • Organization Name • Trinity Lake Homeowners Association 	<ul style="list-style-type: none"> • Type of document • Meeting Minutes 		
<ul style="list-style-type: none"> • Name of document • July 17, 2017, Meeting Minutes 	<table border="1"> <tr> <td> <ul style="list-style-type: none"> • Time • 7:20 P.M. </td> <td> <ul style="list-style-type: none"> • Page • 1 of 5 </td> </tr> </table>	<ul style="list-style-type: none"> • Time • 7:20 P.M. 	<ul style="list-style-type: none"> • Page • 1 of 5
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Issuer: Gail Lewis, Secretary

Location: Trinity Lake Clubhouse

Distribution: Board of Directors

Next Meeting: August 21, 2017, 7:00 P. M., Trinity Lake Clubhouse

Present: Renita Brewington President, Karl Robinson Vice President, Keith Fantroy, Treasurer, Gail Lewis, Secretary. Homeowner: Verlista McCloud, Safety Committee Co - chair

Absent: Roy Thompson, Assist. Secretary

SUMMARY:

1. Meeting was called to order by President at 7:20 P.M.
2. Agenda was adopted and approved unanimously.
3. Board meeting minutes for June 19, 2017 were reviewed and approved with correction.

Homeowner questions / concerns: 0.

Old Business:

- National Night Out: Verlista McCloud presented the Safety Committee plans for National Night Out on 08/01/17.

Discussion: The (2) locations are: the Clubhouse and on McLaughlin Drive at the Lake common area. Homeowners were notified via flyers distributed to all mailboxes. Discussion about the budget, menu and the need for more community support for set-up & clean-up after this event. Funds were approved by the BOD and issued to be divided equally per location.

Action: National Night Out Site Captains: McLaughlin Dr., Keith Fantroy & Burma Shipman. Clubhouse Site: Verlista McCloud and volunteers. Local law enforcement and fire department have been invited.

Board agreed to evaluate the 2017 National Night Out event to ensure the 2018 focus is on community safety, unity and more cost efficient.

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- Security System.
 - Discussion: Keith Fantroy reports that CPI Camera Install currently is incomplete related to the Landscaper not completing requested job duties both within the scope of duties and agreement to duties outside of scope of work.
 - Requested feedback. No response has been received from contractor re: completion date.
 - CPI install date is scheduled for Tuesday 07/18/2017.
 - No exchange of an interior camera for an exterior camera. HOA may need to purchase one additional exterior camera. Utilize the interior camera view towards the office.

Action: Fantroy conducted a walking tour with Board members to view Incomplete shrub & tree trimming by the landscaper. The current view by exterior cameras remain blocked to the parking areas & the pool.

Schedule a meeting with the Landscaper & TL BOD August 21, 2017 meeting. Determine the status of job completion of established duties and new assignments.

Pending Post CPI installation: CPI Train the Trainer Ed to the person who signed the contract (Keith Fantroy).

- Tennis Court – Mack Godrey – Play It Again Courts: Tabled.

Committee Reports

- **Finance Committee: No report.**
- **Safety Committee: Committee Co – Chair Verlista McCloud**
 Discussion of complaints received by Safety Committee members regarding the pool: number of kids & visitors, possible non-residents and altercations between adults and the pool monitor. Other complaints received about increased hangout on Clovelly Drive.

Action: (a) Review Bylaws & Pool Rules in enforce. (b) Anticipation that security cameras may be proactive, (c) Keith Fantroy states CPI camera Install scheduled completion date is 07/18/2017. (d) The pool monitors were instructed to call K. Fantroy or any Board member to report all problems and concerns. Reminded emergency phone numbers are posted to call 911 or local police if needed.

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Action: The local police has been contacted about the increased loitering on Clovelly Drive and will increase its patrol of the community.

• **Architecture Committee Report**

Discussion: Karl Robinson reports contacting Guilford County and confirmed the legal color for all Guilford County fire hydrants are white tops and green bottoms. It is illegal to paint a fire hydrant any other color. To meet the code compliance Guilford County agreed to repaint one fire hydrant that does not meet this code.

Discussion: The current status of TL fire hydrate paint overall is in a rusted condition. A motion was made by the board to request to have all fire hydrates repainted by the county.

Action: K. Robinson agreed to contact the County about repainting all fire hydrants in Trinity Lake that are rusted.

- **Lake Committee: (No Report).**
- **Financial Committee: (No Report)**
- **Hospitality Committee: (No Report).**
- **Communications Committee: Report tabled for next meeting.**

New Business:

1. **Updating Clubhouse:** Discussion about plans to schedule a consult with an interior designer for recommendations to update furnishings. Recommended replacing clubhouse appliances with commercial grade appliances. Keith made a motion to purchase a refrigerator with a bottom ice chest. Develop a sanitation protocol & post signage: to use ice scope only and to empty ice chest at the end of each rental period.
2. **Discussion about the purchase of a Pool Lift & Installation for disabled pool access is being considered for the 2018 Budget. Discussion about health & sanitation requirements.**

A motion was placed by Karl Robinson to adjourn at 8:28 P.M. Approved unanimously.

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Old Business not on Agenda or Tabled on 07/20/2017

Action: Clubhouse renter access to **Storage Building Process** will be updated to make the storage key available to the clubhouse renter.

Action: [Keith](#) will train the BOD re: Use of the new CPI security system.

Action: [Karl Robinson](#) agreed to contact the previous hospitality chairperson about interest in continuing Catering HOA Events.

Tabled: Discussion by Roy Thompson re: No feedback from current contractor re: request made 2 months ago for the required State Plan for dredging the lake.

Action: [Roy](#) agreed to reach out once more before seeking a new contractor for dredging the lake.

Tabled: Discussion about purchasing the Tennis Court wind screen that had not been installed by the contractor. Roy Thompson, discussed the colors, scripting and location of Logo. The price from Fences.com TBD by the measurements.

Action: [Keith Fantroy](#) states the measurements are available and he will provide the measurements to Roy Thompson. The decision was unanimously approved to purchase green screens, using the same Font Script as the TL Logo sign. Only one set of script was approved.

Tabled Action: [Gail Lewis](#) will contact Connie, Prestige Management for current homeowner directory contact information to include e-mail. Share same with BOD.

Tabled: Discussion about how to improve Hospitality/Welcome Committee event planning. Submit plans for scheduled Events and funds for approval to the BOD with proper notice. Need to establish means of notifying TL Homeowners of Event Date Change.

Tabled: A discussion about using Quick Books format to improve transparency and tracking expenditures for each Budget Line item. This was unanimously approved.

Action: [Karl Robinson and Keith Fantroy](#) agreed to work on the Quick Book format.

Tabled: A discussion about the TL Seal availability and use by the Secretary as outlined in the By-Laws of TL HOA ARTICLE AND THEIR DUTIES (c) Secretary and Assistant Secretary. It was determined that BOD

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has obtained & secured a TL Corporate Seal. Due to concerns of its duplication, Prestige Management Seal is currently utilized as needed by the HOA. Discussion of ways to resolve issues by securing a new Corporate seal with modifications that meets specifications By-Laws Article XIII CORPORATE SEAL.

Action: **Karl Robinson** agreed to research and report back to the BOD the cost of a new seal with a modified design.

Tabled: Road Repair Request.