Frank Lee called the annual meeting to order promptly at 10 a.m. in the Cashiers Public Library Meeting Room. It was announced that we have a quorum.

President Lee asked for any additions to the agenda. The agenda was approved by a show of hands

Attendees were asked for a show of hands of those who have visited the website – [www.catspawpoa.com](http://www.catspawpoa.com). Frank noted that more homeowners raised their hand than last year. Everyone was encouraged to add the Catspaw website to their favorites list.

**Annual Meeting Minutes:** Annual meeting minutes are available on the website. Frank Lee noted that the meeting was being recorded. Randy Aderhold asked if the meeting was being transcribed verbatim. Susie Henderson, Secretary, responded “no”. He also asked, “Then why record it?” She said that it made it easier to prepare the minutes. Randy Aderhold also asked if there could be access to the recording. She replied yes. Frank Lee expressed concern about some of his comments that were included in the minutes and those of Randy Aderhold.

**Motion:** Myrna Mahon made a motion to approve the 2016 Annual Meeting minutes. Art Trufelli seconded the motion. The minutes were unanimously approved.

**Treasurer’s Report** - Jack Lurie

* As of July 8, 2017, Catspaw has $46, 886.88 in the bank; member equity is $38,179.38. (Note: Member equity reflects one half of assessments because this is only a half year report.)
* The 2017 Statement of Operations shows the budget for the entire year and revenue and expenses for the first half of the year. To date, there has been $933 in expenses because very little road maintenance has occurred.
* In the 2016 to 2015 Comparison Financial document, note that Catspaw underspent for road expenses in 2015 due to weather delays late in the year. However, in 2016, the association overspent our budget due to road expenses when heavy rain damaged roads.
* The financial statement for 2017 reflects Cash in Bank and shows one half of assessments and expenses occurred as of June 30, 2017.
* All members were encouraged to read the “notes” provided by Jack Lurie to better understand the approach and details of expenses and how we do the budgeting process. In 2016, there was a major expense of $4,551.76 for improving lower Walnut Gap Rd, including a turn around. ..
* For two years in a row, all property owners have paid their dues.
* Jack Lurie was thanked for his hard work as treasurer.

**Motion:** Randy Aderhold made a motion to accept the treasurer’s report which was seconded by Billy Dasher and unanimously approved

**Committee Reports**

**Roads - Billy Dasher**

**Road maintenance**

* Spring maintenance and improvements have not been completed
* 2015 ended $5,664 under budget and major road damage from storms.
* In 2016, the association spending was over budget $3,168.
* As of June 30, 2017, only $360 has been paid out. Approximately $1000 to $1.500 has been incurred, but not yet billed.
* Culverts.
	+ A culvert that was completely rusted out on both the top and bottom was recently replaced.
	+ Contractor indicated that there are probably additional deteriorated culverts that will need to be replaced.
	+ Frank Lee asked how many culverts are in Catspaw? Billy Dasher did not have an exact number. If water can’t come through the culvert under the road, it comes across the road resulting in damage.
	+ A 30 ft culvert costs $450. Most culvert pipes are 15” in diameter (preferred size), but a few locations have larger pipes. Size of pipe is limited when rock is close to the surface of the road. Sherman Phillips asked if we can sleeve a deteriorated pipe by putting a new pipe inside. Billy said that Catspaw has never done that, but the possibility of collecting leaves and reduction in water capacity was cited as a reason not to do that. Each culvert replacement requires the addition of rock to the affected area.
	+ A load of gravel costs $500 to $600 per load depending on the truck size and covers about 100 ft of road. Gravel costs $32/ton.
* Billy Dasher stated the need to have a generous financial cushion. It was also noted that poor driving over one weekend or severe weather can quickly damage the roads. He requested that the road budget not be cut.

* + - **Buckhead Drive**. Susie Henderson asked about improving Buckhead Drive. Billy Dasher said it is not one of our primary roads, but it is a back door if a tree fell across Walnut Gap Road. Susie noted that she and Ross had to clear a tree on Walnut Gap Road in the dark a few days ago. It was good to know that there was an alternative route to their home via Buckhead Drive. Bill Kee asked if we were sure that the repairs were needed on Catspaw portion of the road. Susie said yes. Ross Henderson thought the repairs could be done for less than the $1200 quote from Greg Holland. Billy was happy to get a quote from both our vendors. The road location and overhead wires impact the size of vehicle that can deliver gravel on rough terrain and in particular Buckhead Drive.

Myrna Mahon asked about the number of drivers using Buckhead. Frank Lee said that he has only seen 3 cars on it in 10 years. Susie Henderson said it is frequently used and creates another way out as well as a loop between Catspaw and Walnut Gap. Randy said we need to look after all our roads. Jack Lurie who lives here 7 months a year, said he and his wife drive on Buckhead at least four to five times a week.

**Motion:** Susie Henderson made a motion to improve Buckhead Drive. Jack Lurie seconded the motion which passed unanimously.

* + - **Road Contractors**: Billy Dasher described the two road contractors that we use – Greg Holland and Dirt Plus. They each have different equipment and response times. For example, Dirt Plus has a small motor grader, small track hoe and an 8 ton truck. Greg Holland has a 15 ton truck to haul rock and a large grader. Greg is very responsive if there is road work. Dirt Plus that may take a couple of weeks to respond. There is a need for both contractors.

**Proposed 2018 Budget** - Jack Lurie

* + 2018 dues are recommended to remain the same with houses assessed $330 and lots assessed at $275 which provides $17,000 to maintain the roads. Jack recommends approving the budget as he prepared it.
		- Frank Lee inquired about the discretionary president fund. Jack said it requires more complicated reports and accounting. The treasurer noted that Catspaw is in good financial condition and the Presidential Fund is not needed.

**Motion:** Sherman Phillips made a motion to accept the 2018 Proposed Budget. Randy Aderhold seconded the motion. Motion passed.

* **Old Business**

**Signage** – Susie Henderson.

* + **Replacing Misspelled Signs.** Billy Dasher, road officer, was assigned the additional responsibility last year of replacing misspelled and incorrect signage from Frank Lee who managed the project. Given the amount of work that Billy has maintaining the roads, Susie offered to get the replacement signs re-made.
		- Frank Lee said he realized that the Mahon sign was incorrectly spelled and needs to be replaced. Myrna said that they always wanted their two signs to say “Keck Cove”, the name of their home, not their last name. Rox Lane was misspelled as well as another homeowner’s sign. The word Road was left off of Walnut Gap Road causing some confusion with the community next door.
	+ **Sign Improvements.** A group of property owners also identified potential improvements to neighborhood signage – wording, type of sign, quantity, location and number of sides and information signs which are listed on the handout. The replacement and new signs would match the original ones made by Capital Designs. New information signs would be reflective aluminum signs
	+ **Entry Sign.** The enclosed quote includes pricing for an entry sign in two sizes. Based on last years’ input regarding the entry sign, the important information to be included was “Welcome to Catspaw Community”, “Little Hogback Mountain” and “Established in 1983”. Edna Shroka gave permission for Catspaw to place an entry sign on her property just before the broken green gate. We may also want to have a Realtor Box with printed Google Maps to help people find their way when their GPS does not work. Ann Aderhold wanted to see artwork. Capital Signs will provide artwork.
	+ **Process.** The handouts include a list of exit, street and instructional signs that are needed. The road committee is to review the list and come back to the board with proposal. Billy Dasher has a friend in the sign business that he would like to request a quote from. No prices were included for the post, painting the post and post cap. Roger Mechling said the copper post caps are $25. Susie suggested that the posts and signs could be installed by a community members. Roger Mechling also said he could pick up the signs from Capital Design to save the association shipping charges.
	+ Billy Dasher suggested that this may be a good year to add signs as our road expenses have been less so far.
	+ Road committee will review and finalize recommendations.

**Cutting down dead trees in right of way** – Billy Dasher.

Sherman said property owners are responsible to cut down dead trees on their property. However, some owners rarely or never view their property. Owners should be informed of dead trees on their property

**Motion:** Ross Henderson made a motion that we mark dead trees and count those trees that need to come down. Randy seconded the motion. The motion passed with one dissenting vote. Kathi Lurie was asked why she voted against the motion. She thinks that we should let nature take its course.

Ann Aderhold requested that paint not be used to mark trees, but rather survey tape. Billy said to use 2 different color spray paint in order to distinguish those trees that are the property owner’s responsibility and those that are the association’s responsibility. Sherman recommended that the walking group mark the trees with two different colors to differentiate between association responsibility and homeowners’ responsibility. A tree committee was formed with volunteers: Ross Henderson, Kath Lurie, Billy Dasher and Sherman Phillips. Jack suggested this committee work with Walnut Gap. The tree committee will decide the colors of paint or tape used.

**Covenants and Restrictions committee** – Art Trufelli, Governance Chair.

* In 2016, the governance committee was asked to look at Covenants and Restrictions. Art said that this is relatively complicated as they govern everything from the color of your roof to where your satellite can be located. The original Covenants and Restrictions are sprinkled throughout community documents. Their first job was to determine the covenants that affect us of which there are eighteen. The committee should have their work completed this year as work stopped for a few months due to health issues.
* Frank Lee inquired about “manufactured housing” and the Algood lot. Jack Lurie said that the Algood’s intend to build next year. Frank said we need to have covenants and restrictions in place before they build. Art Trufelli said that our covenants and restrictions have worked for the past 20 years so there is no urgency to complete their task.

**Elections**:– Art Trufelli, Governance Chairperson

* + Introduction of nominees and elections : term of office 2017-19
		- **President** – Sherman Phillips was nominated from the floor by Art Trufelli. Sherman accepted the nomination
		- **Secretary** – nominee: Susie Henderson
		- **Road Officer** – nominee: Billy Dasher
	+ All nominations were accepted and approved by acclamation

**Approve 2018 annual meeting date**. Susie Henderson said she conducted a Doodle poll to select the 2018 meeting date. All Saturdays between June 30 and October 27 were choices. Of the 13 responses received, July 7, 2018 received 7 votes. All other dates received 1 or no votes. Discussion ensued that Kice and Susan Stone will never be able to attend a meeting the weekend after July 4th due to an annual family event. It was noted that there is no clear choice when all property owners can attend.

* + **Action Item:** October 20, 2018 was voted on to become the annual meeting date for 2018. This date can be changed.

**New business**

* + **Attendance** – participation and attendance. Randy requested a separate list of members, those represented by proxy and not voting.
	+ Frank Lee, past President, made some closing remarks. He said that he has been President for 5 years. The association is financially sound. Frank encouraged everyone to get to know your neighbors. He noted that Hogback Mountain will be here long after we leave. Bill Kee, Frank Lee’s partner, made a motion to thank the current President for 5 years of service. Art Trufelli seconded the motion. Members clapped in appreciation.

The meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Susan (Susie) Henderson, Secretary

**Members and Lots In attendance:**

 **Quorum Information** (40% of 66 total lots = 27 lots to reach quorum)

Attending in person 25

Represented by proxy 23

**TOTAL Lots Represented 48** (72% of all lots)

**Lots Represented in Person:**

|  |  |  |  |
| --- | --- | --- | --- |
| 12, 13, 28, 33, 35, 36, 37, 38, 39 | Bill Kee & Frank Lee | 29 | Tom Stone |
| 14A, 15 | Anne & Randy Aderhold | 30,31 | Arthur and Nicole Trufelli |
| 23A | Roger & Cindy Mechling/Cats Mountain Retreat LLC | 40 | Billy & Eloise Dasher |
| 21 | Sherman and Sarena Phillips | 41,48,49,51 | Jack & Kathi Lurie |
| 25,26,27 | Ross & Susie Henderson | 42 | Chet & Myrna Mahon |
|  | **Lots Represented = 25** |  |  |

**Lots Represented by Proxy:**

|  |  |  |  |
| --- | --- | --- | --- |
| 2,3 | Paul and Carol Field | 34A | Jodie & Cammie McInerney |
| 4 | Kice & Susan Stone | 34B | James Allgood |
| 5 | Shaun Smith | 43,62,64 | Robert & Thelma Garner  |
| 7 | Buddy & Connie Osburn | 44 | Art Husband |
| 10, 14B | Charles & Dianna Davis | 46 | Larry Moss |
| 18 | Mindy Hastie | 50 | Dennis Graves |
| 9,16 | Laurie and Mark Holmes | 54 | John and Sarah Tyrrell |
| 17 | Myong C. Wilson | 58 | John and Melinda Heidt |
| 19,20 | Jean Campbell |  |  |
|  | **Lots Represented = 23** |  |  |