



**WPPOA
Annual Association Meeting
Agenda
July 25, 2009**

Meeting Time – 9:00 A.M.
Meeting Location – 585 Windsor Lane

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| President's Report | Vicky Martin |
| Secretary's Report: Minutes from 2008 Annual Meeting | Sharon Lichtenberg |
| Treasurer's Report | Carolyn Waugh |
| Architecture Control Committee Report | Mike Lichtenberg |
| Dock Owner's Committee Report | Dan Green |
| Board Member Election Results | Vicky Martin |
| Fire Prevention - Pinecrest Volunteer Fire Department | Jerry Moat |
| Business Items | All |
| • Entrance Sign – Paint Color Preference | Vicky Martin |
| • Comcast Cable Update | Vicky Martin |
| • Annual Fire Hydrant Test Results | Bill High |
| • Trailer Storage | Bill High |
| • Neighborhood Watch | Bill High |
| • Website Upgrade – Balloting Capability | Barry Howard |
| • Windsor Pointe Property Owner Directory | Sharon Lichtenberg |
| • Entrance / Surveillance / Gated (Steering Committee?) | Vicky Martin / All |
| Open Forum | All |

Dock Owner's Meeting immediately following the Property Owner's Meeting

Windsor Pointe Annual Board Meeting
585 Windsor Lane
Jacksboro, Tennessee 37757

President Vicky Martin brought the meeting to order at 9:10 a.m.
Present were: Vice President Bill High, Treasurer Carolyn Waugh, Secretary Sharon Lichtenberg, Board Member Barry Howard, Dock Lot Committee Chairman Dan Green, Architectural Control Committee Chairman Mike Lichtenberg, Architectural Control Committee Members Steve Gabe and Peter D'aleo, Janice Gabe, Helen Graves, Steve & Diana Kozma, Al Alvarez, Judith & Frank Salzano, Randy Pietrzak, Shirley & Ron Geddings, LaReau Carlson, Mark Morgan, Bob Reas, Bill McArthur, Marilyn Lovett, Deb Shadley, Rod & Angie Stryker and Rick Blanchard.

The **President's Report** was reviewed by Vicky Martin. Report is attached.

Secretary's Minutes from the July 26, 2008 Annual Meeting were mailed to all property owners prior to this meeting. To save time they were not re-read. There were no comments, corrections or additions. A motion to approve the minutes as mailed was made by Judy Salzano and seconded by Bill High. Motion carried.

Treasurer's Report was presented by Carolyn Waugh. To date there is only one property with unpaid annual dues. A lien has been placed on that property. Total assets for WPPOA are \$21,077.36; \$4,181.15 in checking and \$ 16,895.81 in C.D.s. A detailed report is attached.

LaReau Carlson questioned the reason for the bank service charges. Carolyn explained that due to the unexpected expense of repairing our vandalized entrance area our checking account balance dropped below the required \$1,000. Judy Salzano suggested that in the future a Board Member go to the Bank and ask for leniency since we're not a 'for profit' business.

An additional question was asked about our need for a safety deposit box. Vicky explained that with Board Members changing every year, we need a safe and consistent place for all important documents: tax reports, insurance policies, by-laws/covenants and their amendments, etc. There was some discussion and all agreed to the need.

A motion to approve the treasurer's report was made by Frank Salzano and seconded by Mark Morgan. Motion carried.

Architecture Control Committee Report: Committee Chairman Mike Lichtenberg reported that Windsor Pointe has a total of 64 properties: 17 completed homes, one currently under construction and one about to break ground. There are currently no new building plans being reviewed. There were no questions or complaints about the new building permit procedures. There was some discussion about the need for driveway culverts. Bill High reminded property owners that the culverts are required by our covenants, and also by Campbell County. Also, it was noted that some lots do not require culverts due to location and elevation. Said lots were identified by Campbell County Roads Superintendent Dennis Potter. These lots will be exempt from county and development culvert requirements.

Dock Lot Owner Committee Report: Dan Green announced that there would be a special meeting about individual Dock Lots and the proposed Community Dock immediately following the general meeting. Mark McIntosh from TVA will be at that meeting to answer questions.

Election Results: Vicky Martin reported that 63 of the 64 Windsor Pointe lots were eligible to vote this year, but only 26 lots voted.

The Proposed Budget for 2010 passed: 24 for, 2 against.

The following were elected to fill two year positions on the Board:

Sharon Lichtenberg

Helen Graves

Steve Kozma: Alternate (should any elected board member resign)

Business Items:

Entrance Sign: Vicky Martin reported that a W.P. property owner has requested the lettering on the entrance sign be repainted to the original gold color. The property owner making the request has offered to do the work at his expense. There was some discussion and all agreed to the repainting and color change.

Comcast Cable Update: The Board continues to look for improved cable/internet service. Comcast wants 30 homes per mile to sign up before they will lay the needed additional cable from Pinecrest Road. It's unlikely there are 60 homes in that distance. Barry Howard is looking into the possibility of a booster antenna to support cellular / wireless internet service. It was also suggested that all property owners with AT&T service log onto the AT&T web site and indicated their interest in having DSL service. Barry Howard informed property owners that DSL can be turned on at any time at the discretion of the provider (ATT)

Annual Fire Hydrant Test Results: Pinecrest Volunteer Fire Department tests and services our three hydrants annually. They were tested within the past week, but the report has not been received. The question of adding a hydrant at the end of Windsor Lane was brought up again by Al Alvarez. There was discussion about the expense of replacing the existing 4" water main with the 6" line needed for a hydrant. Fire Chief Jerry Moat and several of his volunteer firefighters were on hand to answer questions from property owners. The fire department has documented that they have sufficient equipment and man power to handle a house fire at the end of Windsor Lane or on Stoney Rock without additional hydrants. Jerry also handed out brochures with fire preventions tips. Mike Lichtenberg suggested residents could look into getting Knox Boxes (individual house lock boxes with house keys that enable entry by the fire dept. in the event of a fire or other emergency). Since many of us aren't full time residents, this could reduce the time spent getting into a locked home.

Jerry Moat thanked Windsor Pointe Property Owners Association for their annual donation to the Pinecrest Volunteer Fire Department. He said the department didn't get any new operational funds from the county this year. He suggested property owners write letters to the Campbell County Commissioner to complain.

Trailer Storage: Bill High reported that Carol Burkholder is agreeable to renting space on her property for boat/trailer storage. She has a graveled area and a pole barn, all behind an electronic gate. As soon as she comes up with prices and more details all property owners will be notified.

Also discussed was the possibility of allowing property owners to park trailers on their driveways during boating season. This will be put to a vote at a later date, since it is a change from the covenants.

Neighborhood Watch Update: Bill High reported that a Neighborhood Watch meeting is being planned for this fall for Windsor Pointe and Hiwassee residents. Information will be sent to all property owners in the near future.

Website Upgrade & Balloting Capability: Barry Howard reported he is looking into revising our current website and adding the ability to vote. At the moment he didn't have cost estimates.

Windsor Pointe Property Owner Directory: The Board maintains a list of contact information on all property owners. The Board's policy has been not to share this information since some owners have requested privacy. However, many property owners would like the ability to contact their Windsor Pointe neighbors. After some discussion it was decided to send out a request for contact information updates. On the same form anyone wishing their information be kept private can state their wishes. A Windsor Pointe Property Owners Directory will then be compiled for anyone who wants one.

Entrance: Bill High noted that the stone work at our entrance is going to need some repair to the mortar in the near future. Peter D'aleo volunteered his time and knowledge of stone work to repair the entrance. He would like a few volunteer helpers for the job. Bill also suggested using a committee of volunteers to do some of the planting and weeding at the entrance.

Gated Community: Vicky Martin addressed the question of becoming a Gated Community. This is an issue that continues to come up; however, not all property owners feel becoming gated is in the best interest of our community. Becoming gated would greatly increase our annual expenses for such things as: road maintenance (pothole repair, repaving, mowing, snow removal, etc.), gate access code maintenance, and hiring a management company. Even if we were gated, we would not be protected from waterfront access. Some brief discussion followed and Mark Morgan moved to 'kill' the whole gated community idea. This motion was enthusiastically approved by all.

Open Forum: LaReau Carlson asked why the monthly charges from Tennessee Wastewater for our individual sewage services have increased this year from \$35.49 to \$44.53 for June 2009. Bill High had spoken with them about the large increase and was told this was the first increase in ten years and that the increase had been approved by the Tennessee Utilities Commission. TN Wastewater, as required, gave public notification of the increase in at least 2 East Tennessee newspapers (The Sevierville Paper and the Knoxville News Sentinel)

A motion to adjourn was made by Al Alvarez and seconded by Dan Green. Motion carried and the meeting was adjourned at 10:25 AM.

Minutes respectfully submitted by Sharon Lichtenberg
July 25, 2009

Windsor Pointe Board Meeting
10:00 A.M. at 509 Windsor Lane

President Bill High brought the meeting to order at 10:10 a.m.

Present were: President Bill High, Treasurer Carolyn Waugh, Secretary Sharon Lichtenberg, Board Member Barry Howard and Architectural Control Committee Chairman Mike Lichtenberg.

Secretary's Minutes: A motion to approve minutes as corrected by e-mail was made by Carolyn Waugh and seconded by Barry Howard. The motion carried.

Treasurer's Report: Treasurer Carolyn Waugh reported there is a \$3,887.34 balance in the checking account, giving us a total of \$20,783.15 (including our current certificates of deposit with First Volunteer Bank). Carolyn is also in the process of preparing a final 2008 treasurer's report, the 2009 budget and YTD expenses and the approved 2010 budget to the WP website. A motion to approve the report was made by Sharon Lichtenberg and seconded by Barry Howard. The motion carried.

Old Business:

1. Small Group Docks/Community Dock: Dan Green will send a summary letter of last month's Dock Lot Meeting to all dock lot owners. He also plans to follow up with those who expressed an interest in the community dock concept to see if there's interest in pursuing smaller community dock groups. Although it seems unlikely that all 20 dock lot owners will ever agree to the community dock concept, it is still possible for smaller, contiguous groups of dock lots to combine. This would allow them to have larger boat slips which could be covered and possibly enable boat lifts to be installed.

2. Trailer Storage: Carol Burkholder has agreed to rent space on her property for boat/trailer storage. The cost will be \$60/month inside her pole barn and \$30/month outside. More information will be posted on our website.

3. Website Enhancement: Barry Howard will get three quotes for revamping our current web site to include online voting. Vicky Martin has agreed to be in charge of keeping our web site updated with current information.

4. Architectural Control: Chairman Mike Lichtenberg reported there have been no new building permit applications. The committee is still waiting for a response from Lot # 46 regarding their covenant violations.

Al Alvarez (Lot 26) has purchased a used boat dock which does not meet WP Covenants or TVA requirements. The primary concern is the use of Styrofoam flotations. Bill High will talk to him before a Covenants Violation Notice is sent.

In the interest of keeping all properties in compliance with the Windsor Pointe Covenants (page 5, item # 21 Boat Docks), the Architectural Control Committee will request all property owners who currently have docks and/or structures such as steps or decks below the 1044 elevation to submit copies of their TVA permits to the Architectural Control Committee. These TVA permit copies will be kept on file with each owners building permits.

New Business:

1. Board Member Roles & Responsibilities: Bill handed out updated duties for each Board position. Helen Graves will take the position of Vice President for the next year. She will be reviewing our current liability and entrance insurance coverage in hopes of lowering our premium expenses.

2. Neighborhood Watch Meeting: Bill will try to coordinate a Neighborhood Watch Meeting with Hiawassee for the weekend of our next Board meeting, which is set for November 14, 2009.

3. WPPO Handbook: Vicky Martin has volunteered to develop a handbook for Windsor Pointe with assistance from Bill High.

4. Wireless Internet: Barry Howard is looking into the possibility of installing an antenna at the top of Stoney Rock Lane to enable Windsor Pointe residents to receive wireless internet service. Step one will be to make sure an antenna would ensure reception for all homes. Step two would be finding a location agreeable to those homeowners on Stoney Rock.

5. Entrance Landscaping: As suggested at the Annual Meeting, in an effort to reduce maintenance expenses, the Board will form a volunteer committee to help with planting and weeding of the entrance area.

6. Property Owners List: A letter will be sent to all property owners asking for updated contact information (e.g. mailing address, phone numbers & e-mail addresses). This letter will also ask for permission to share this personal information with other Windsor Pointe property owners only.

In an effort to cut operating expenses the Board would like to go paper less and send all communications by e-mail. This letter will also include a space for property owners to request continued paper communications.

A motion to adjourn was made by Sharon Lichtenberg and seconded by Carolyn Waugh. Motion carried and the meeting adjourned at 11:30 AM.

Minutes respectfully submitted by Sharon Lichtenberg
August 29, 2009