



**4100 Five Oaks
Board of Directors' Meeting Minutes
May 16, 2022**

Attending: Cyndi Evoy, Anne Briggs, Judith Hollowood, Brandon White, and Katie Jones

Meeting was called to order at 6:07 pm

1. Review minutes – Katie moved and Judith seconded to accept the minutes as written with one correction. 3c should say Unit 9.
2. The owner from Unit 11 came to speak about the wires on top of the ground around the community – she contacted Spectrum to have their wires buried. They said that they need a map of the community to decide about how to get their wires buried. In addition, the drain at the corner of her patio is plugged. Carolina Lighting apparently filled in with Quick Crete and it is not draining any longer. The owner has documentation that she will forward to Brandon.
3. Review repairs – a number of repairs were undertaken and completed successfully.
4. Lighting
 - a. How do we get replacement bulbs for the new lights? – Brandon will come up with a plan to replace the lights which have burned out.
 - b. Controls for the light timers – Katie moved and Anne seconded to keep the lights on between 19 and 27 on all the time until the controls are replaced. Katie moved and Anne seconded to accept estimate from Carolina Lighting for \$2150 to replace the four controls.
5. Review status of items in Trello
 - a. Signs – Katie is still working with the sign company
 - b. New item: “Pick up dog poop” sign between 41 & 42 – The Board will think about wording and do an e-mail discussion.
6. Review financials – on hold
7. Drainage report – on hold
8. Letter about annual meeting / rules - coming
9. Rules
 - a. Plantings – review verbiage from Judith – strike the plant list and leave the deck box link.
 - b. Add Noise Requirement – on hold – Brandon has reached out to the owner and the property management company and no action so far. The Durham City law is for quiet time between 11 pm and 8 am.

Last minute items – Anne will become treasurer
Meeting was adjourned at 7:25 pm