

**Linville Falls Club Property Owners Association, Inc.**  
**Annual Member's Meeting Minutes**  
**Saturday, November 16, 2019, 2:00pm @ The Inn at Linville Falls**

**Present:** Board Members: John Szweda, Andy Price, Ellen Mick, Jeanie Crago, John Plain.

Home and Property Owners: Glenn and Shelly Goldan, Richard & Worth Merritt, Doris Ryan, Rebekah Thomas, Mayo Collier, Cynthia Caviness, Alex Lenzmeier, Tom Kelechi, Jim Kelechi, Chris Vannoy, Caroline Price, Marilyn Price, Martha Siegarth, Jacqueline Szweda, Gerald Schwartz, Mike Bundy, Marianne Plain, Claudia Sponholtz, and Tony Luther

**1) Declaration of a quorum, call to order**

- a. The vote count was supplied to the John Szweda by A&A Tax Services
- b. A total of 99 out of 130 votes were cast. 65 votes are required for a quorum.

**2) Call for approval of this agenda**

- a. John Szweda moved to approve the agenda and John Plain seconded with unanimous affirmative vote.

**3) President Report (John Szweda)**

- a. Meeting Ground Rules  
See attached Linville Falls Club POA Meeting Ground Rules
- b. Thank you to our board members and associates. Special thanks to Andy Price for his years of service to the board. Thanks also to Jean Crago who has agreed to continue to assist the board with accounting duties. Thanks to Ellen Mick for all her hard work on roads and landscaping. Thanks to our newest board member, John Plain, who has agreed to assume the role of managing water and wastewater for the community.
- c. Major accomplishments in 2019
  1. New rooftops are going up in our community and lots are being sold at target values.
  2. The stormwater drain/sink hole issue at the front entrance has been resolved.
  3. The POA has started implementing long-term planning for roads and infrastructure.
  4. The Inn has been bought by new owners who are investing in its growth.
- d. Meeting agenda notes  
See attached Linville Falls Club POA 2019 Annual Members Meeting Agenda

**4) Treasurer Report (Jean Crago)**

See attached presentations: LFCPOA Finance and 2019 Financial Reports

**5) Utilities Report ( John Plain)**

See attached presentation: Utilities presentation 2019

**6) Roads Report (Ellen Mick)**

See attached presentation: 2019 Grounds and Roads Reports

**7) Vote Results and motions**

- a. Summary of the voting process by Mayo Collier
  1. The voting process went smoothly with 99 of the potential 130 votes being cast.
  2. There was one ballot which was not counted. The property owner gave her proxy ballot to a non-community member for voting. The non-community member emailed the completed proxy ballot

with an unverifiable signature to another party other than A&A tax service. Due to these irregularities the vote could not be counted. A&A confirmed that the uncounted vote could not impact the election results.

3. A&A retained a copy of the individual ballots and the tally sheets. The originals were supplied to John Szweda in a sealed envelope for record retention. All ballots are confidential.
  4. Mayo recommends that we continue to utilize this voting process in future years as it has increased our community participation in the voting process.
- b. The board thanks Mayo for all his efforts to make the voting process a success.
  - c. The voting results were submitted to John Szweda by A&A Tax Services. John announced that both Mayo and Melanie received 93 percent of the Class A votes cast. A motion was made by John Szweda "Based on a community vote gathered at the 2019 Annual Member's Meeting, I hereby make a motion to accept the community's desire to have Mayo Collier and Melanie Harris accept seats on our board of directors". Motion seconded by John Plain with unanimous affirmative vote. We welcome Mayo and Melanie to the board.
  - d. John announced that 82 percent of the Class A votes cast were in favor of the CCR change. A motion was made by John Szweda "Based on a community vote gathered at the 2019 Annual Member's Meeting, I hereby make a motion to adopt the proposed CC&R change as described in the annual meeting invite". Motion seconded by Jean Crago with unanimous affirmative vote.
  - e. John announced that 82 percent of the Class A votes cast were in favor of the proposed budget. A motion was made by John Szweda "Based on a community vote gathered at the 2019 Annual Member's Meeting, I hereby make a motion to adopt the proposed 2020 budget as described in the annual meeting invite". Motion seconded by Ellen Mick with unanimous affirmative vote.
  - f. Invoices will be mailed in early December. The Annual Assessment invoice amounts will be as follows: Homeowners: \$2,448, Lot Owners: \$1,301, and Associates: \$4,478.

#### **8) Developer Report (Glenn Goldan)**

- a. The cabins on Catawba and Hunnicut Hollow are near completion. Recognition of Mountain Crafts and our signature rustic mountain cabin design.
- b. The sale of Lot 33 on Clinchfield Gap is closing on December 4th. The buyers intend to build in early 2020. The buyers cited the presence of underground utilities, the beautiful mountain view, and the improved maintenance of the graveled roads as strategic to their decision to purchase.
- c. Brian Colden will be beginning construction of their home on Valley View in 2020.
- d. Tami Newman, ERA Mountain View Properties will be our realtor again. 5 lot types will be listed for sale. When interested buyers come to view lots, Jan takes them on a full tour of the community, so all lots are viewed. Property owners who want to accelerate interest in their lots can "open" up the lot view some by strategically clearing a section of the lot.
- e. Glenn is spending between 5K and 8K every month on promotion of our community. He demonstrated that a google search of Linville Falls Mountain Club immediately brings up several links that take you directly to

our community websites. Also, dark ads are being used to target people who are in our immediate area or several other target areas. The new banners are in and were displayed for the community.

**9) Community Conversation**

This time was provided for community conversation. Items of concern were noted and will be considered by the new board as they determine priorities for 2020.

**Note: Thanks to Rebekah Thomas for preparing and serving the refreshments for the meeting.**

**President, John Szweda, called for adjournment at 3:58 pm.**

DRAFT

# Attachment

## Linville Falls Club POA Meeting Ground Rules



### Linville Falls

1. Focus on solving problems and keeping meetings productive
2. Maintain a non-threatening environment, check egos at the door
3. Attack the problem and not the person
4. Act as a team and support fellow board members
5. Keep comments concise and limit unrelated background information
6. Stay on task and follow the agenda
7. Listen to others and don't interrupt without asking
8. Data drives decisions
9. Business conversations outside of the meeting to be shared with the group
10. Comments should be for the entire group
11. Start and end meetings on time
12. Share Robert's Rules advice for team building, not intimidation
13. Summarize pending issues and agreements at the end of the meeting
14. Profanity will not be tolerated
15. Avoid personal arguments during board time

# Attachment

## Linville Falls Club Property Owners Association, Inc. 2019 Annual Members Meeting Agenda

Saturday, November 16<sup>th</sup>, 2019 at 2:00pm  
The Inn at Linville Falls Conference Room



Linville Falls

### Pre-Meeting:

Guests sign in and ballot submittal at the sales office next to the conference room.

### Meeting:

- 1) Declaration of a quorum and call to order 2:05pm
- 2) Call for approval of this agenda
- 3) President Report (John Szweda)
  - a. Welcome
  - b. Board Update and Meeting Ground Rules 2:15pm
- 4) Treasurer Report (Jean Crago)
  - a. Month end balance, current balance and collections 2:25pm
- 5) Utilities Report (John Plain)
  - a. Condition of water and sewer systems 2:35pm
- 6) Roads and Grounds Report (Ellen Mick)
  - a. Road conditions and landscape maintenance 2:45pm
- 7) Vote Results (John Szweda)
  - a. Election of Board Members
  - b. Proposed CC&R Change
  - c. Proposed 2020 Budget\* 2:55pm
- 8) Developer Report (Glenn Goldan)
  - a. New construction update
  - b. Future planning 3:25pm
- 9) Community Conversation
  - a. Questions
  - b. Recommendations for the board 3:55pm
- 10) Call for a motion to adjourn 4:00pm