

Stonehaven at Berewick HOA
MINUTES
November 19, 2024 at 7:00pm
Location: Manor House Community Room

Call to Order

- The meeting was called to Order at *7:04 pm* by President, Nancy Hoehn.
- Meeting facilitated by Karen McDonald, Community Manager
- All meeting documents (presentation and supporting documentation attached).

Board of Directors in Attendance:

Nancy Hoehn	President	Present
Meg Butterly	Vice-President	Present
Glenn Starnes II	Secretary	Present
Tim Fuentes	Treasurer	Present
Avery Cherry	Member-at-Large	Absent

Quorum Verification

- 39 owners represented in person or by proxy

Welcome & Introductions

Community Updates

Board Elections

- Nominations Open at 7:25 pm
- Nominations Close at 7:26 pm

2024 Financial Review - See attached presentation

2025 Budget Ratification - See attached presentation

Election Results

- Nancy Hoehn, elected for a 2-year term December 2024-November 2026
- Meg Butterly, elected for a 2-year term December 2024-November 2026
- Charles Bohlen, elected for a 2-year term December 2024-November 2026

Closing Remarks

Adjournment

- The meeting was adjourned at *7:45 pm* by President, Nancy Hoehn.
- The next monthly board meeting is *Wednesday, December 4, 2024*, at 6:30 pm.

Respectfully submitted,
Glenn Starnes II, Secretary



The Stonehaven at Berewick HOA Annual Meeting

November 19, 2024

7:00 PM



Event Protocol



PLEASE NO
PHOTOGRAPHY OR
RECORDING OF THE
MEETING



WE ASK THAT ALL
ATTENDEES REMAIN QUIET
FOR THE DURATION OF
THE PRESENTATION TO
ALLOW ALL MEMBERS TO
HEAR IMPORTANT
INFORMATION



PLEASE HOLD QUESTIONS
UNTIL THE END. MANY
QUESTIONS MAY BE
ANSWERED THROUGHOUT
THE PRESENTATION THIS
EVENING

Agenda

- Call to Order, Introduction & Welcome
- Community Updates
- Board Nomination & Election
- 2024 Financial Review
- 2025 Budget Review
- Election Results
- Closing Remarks
- Adjournment
- Homeowner Forum

Quorum Requirement/Verification

- **10%** Ownership Representation Required to Conduct Formal Association Business.
- 248 Owners x 10% = **25** Owners represented in person or by proxy



Introductions



Board of Directors

Nancy Hoehn- President

Meg Butterly- Vice President

Glenn Starnes II - Secretary

Timothy Fuentes - Treasurer

Avery Cherry- Member at Large



Kuester Management

Karen McDonald, CMCA® AMS®, PCAM® -
Community Manager



Dog Park Renovations

Total Cost of Project: \$12,000

Community Updates

- Painting – Phase I
- Retaining Wall Evaluation
- Pond Work – Mattamy

Parking Rules Reminder

- No overnight street parking
- No Commercial vehicles
- No Parking on grass
- No Parking across sidewalks
- All vehicles must have a valid license plate & current registration
- No parking within 25 feet of an intersection
- No parking within 15 feet of a fire hydrant
- All vehicles parking on the street must be parked with the right passenger wheels to the curb.

Parking violations may result in up to a \$100 fine.

Management Company - Service



Service Levels - Last 12 Months

- Number of Tickets: 711
- Number of dissatisfied tickets: 4
- Overall satisfaction rate: 99%
- Average first reply time: 5 hrs.

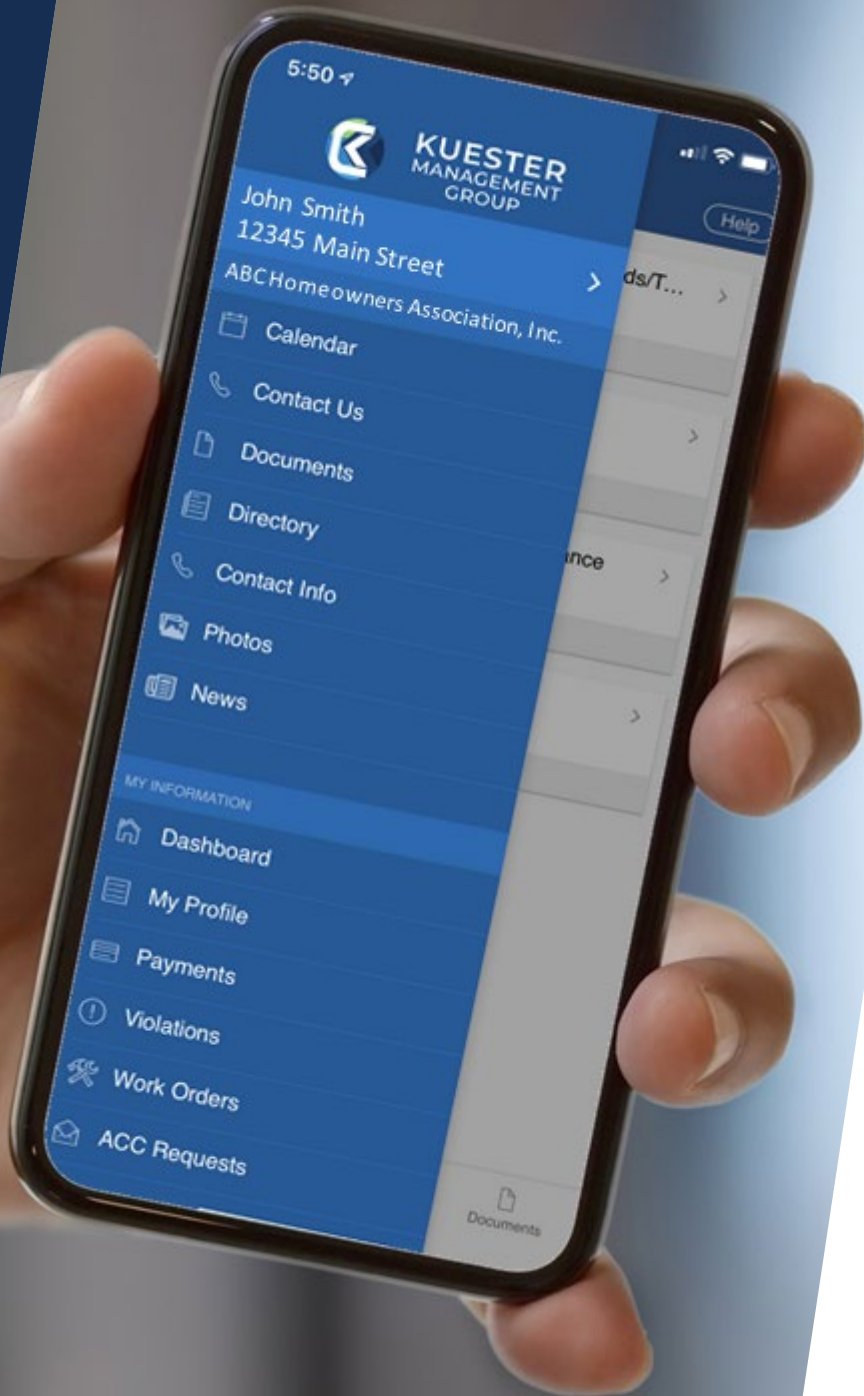
How to Contact us

- Email: support@kuester.com
- Phone: 803-802-0004
- Community Portal: www.kuester.com
- Homeowners Registered on Portal: 257

PLEASE REGISTER TO STAY INFORMED!

Kuester Connect Homeowner App

- **Access your HOA Account from Anywhere**
 - Quickly access your HOA Account from your mobile device to make a payment, review the status of a work order, ACC request, or a compliance violation.
- **Review Community Documents in a Snap**
 - Have your community documents in the palm of your hand!
 - Find the document you need with a simple tap and easily navigate through important files.
- **The Entire WebPortal in a Simple App**
 - Connecting with your Homeowners Association has never been easier!
 - Download the app today!





BOARD OF DIRECTORS

Purpose of the Board of Directors

- Fiduciary Duty
 - Enforcement of CCRs of the community
 - Establish fiscal policies and maintain records
 - Develop working budget and assessment rates
 - Appointment of committee and delegation of authority
 - Select attorney, insurance agent, CPA and/or other professionals
 - Obtain and maintain adequate insurance protection as per CCRs

Board Nominations

3 Board Seats for a 2-Year Term

Meg Butterly

Nancy Hoehn

Charles Bohlen

Are there any Nominees from the Floor?



ACCOUNT		BALANCE
Operating Account	\$	48,009.18
Reserve Accounts	\$	579,391.33
TOTAL CASH		\$ 627,400.51
Accounts Receivable (Delinquent Assessments)	\$	15,272.81

2024 Financial Review

Balance Sheet *(Through 10/31/2024)*



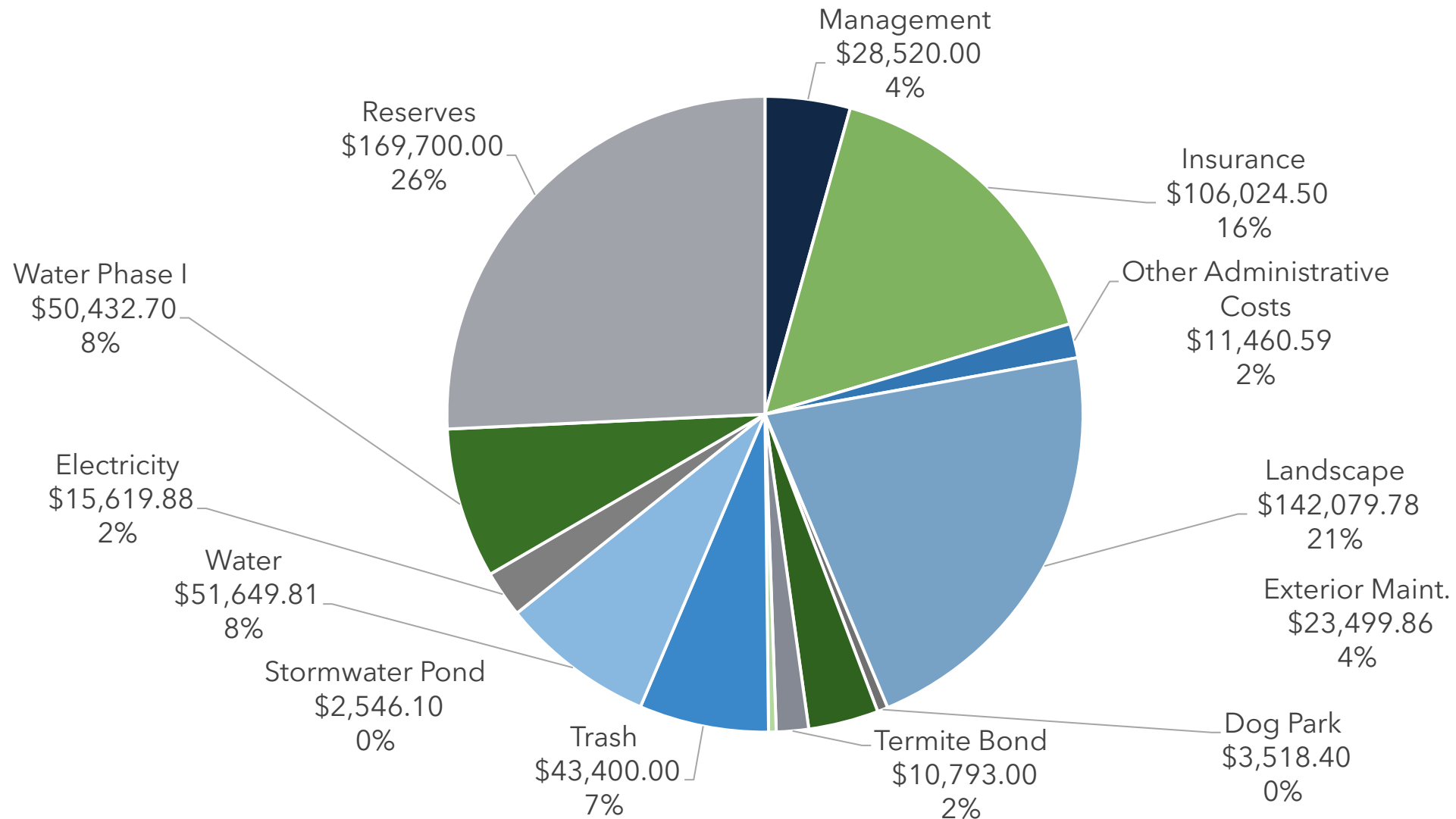
INCOME STATEMENT

Year to Date Income (Assessments)	\$	570,400	\$230/home
Year to Date Water Assessment (Phase I)	\$	63,450	\$45/month
Year to Date Income to Reserves	\$	(169,700)	
Year to Date Income (Other)	\$	13,054.55	LF/LI/Fines/Interest/ Amenities
Year to Date Operating Expense	\$	<u>489,544.62</u>	
	\$	(12,340.07)	Net Operating Income

2024 Financial Review Income Statement *(Through 10/31/2024)*



2024 Financial Review - Operating Expenses



2025 Budget Review

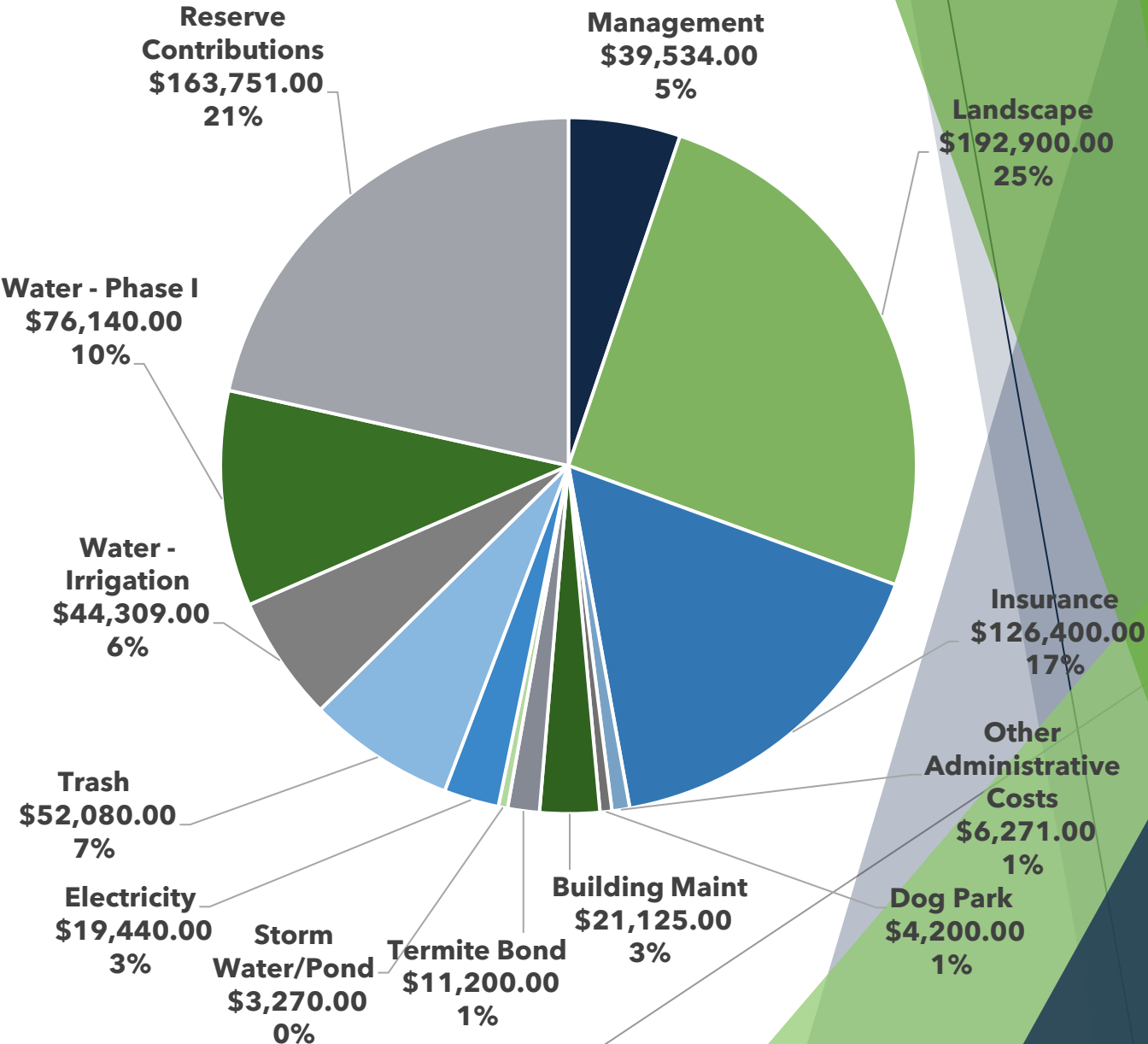
2025 Assessments:

- Homeowner Assessment: \$230/ month
- Water Assessment: \$45 / month

Type of Income		Total Projected Income
Assessment Income	\$	684,480.00
Water Assessment - Phase I	\$	76,140.00
Assessments to Reserves	\$	(163,751)
Net Income	\$	566,435.93



Expenses



2025 Operating Expenses

Notable Changes from 2024:

- *Management Fee*
- *Maintenance*
- *Landscape*
- *Water - Irrigation*
- *Billing Statements* ↓

Budget Ratification

NC Planned Community Act

NCGS 47F-3-103(c)

NCGS 47C-3-103(c)

“The budget is ratified unless at that meeting a ***majority of all the lot owners in the association or any larger vote specified in the declaration rejects the budget.*** In the event the proposed budget is rejected, the periodic budget last ratified by the lot owners shall be continued until such time as the lot owners ratify a subsequent budget proposed by the executive board.”

Election Results

Congratulations to:

Meg Butterly

Nancy Hoehn

Charles Bohlen



Closing Remarks and Adjournment

How to Contact the HOA:

Phone: 888-600-5044

Email: support@kuester.com

Website: www.Kuester.com

KUESTER
MANAGEMENT
GROUP





Homeowner Forum

If you have submitted a question prior to the meeting, it will be answered during the pre-submitted questions are answered. If it is personal in nature, it will be redirected to be answered following the meeting via email communication.

If you have a question, please raise your hand!