

**Fleetwood Plaza Regime
Minutes of Open Board Meeting
Thursday, July 19, 2018, 10:00am
Clubhouse**

1. The meeting was called to order at 10:03.
2. A quorum was established. Board members present: Ruth Marcus, Kathy Simkin, Phil Taylor, Jeannette Whitmire. Officers: Sandy Grant (Secretary), Kerry Grant (Vice President).
3. The agenda was adopted.
4. The minutes of the last Open Board meeting were approved.
5. President's Remarks:
Some synonyms for what I am about to express are: acknowledgement, recognition, awareness, understanding, comprehension.

The focus of what I feel is appreciation. I appreciate all of you here at Fleetwood: friends and future friends; year-rounds residents, part-timers such as myself, renters, newcomers, those who have lived at Fleetwood since its beginning.

We can appreciate and understand people in different ways. I certainly do value and applaud all of you who are working together with the board to maintain a safe and friendly community life here on our mountain.

I acknowledge and understand the concerns each one of you has about the successful community we live in here. It is rare that a day passes without communication from Fleetwood owners and residents through the established channels on our website. Those concerns and suggestions are processed and addressed by this board and officers. You may not agree with decisions that are made but know that the board is functioning with the entire community in mind.

I have profound appreciation and respect for the thoughtful responses and interactions between board members and officers, committee chairpersons, and residents. Technology does provide us with effective ways to communicate and appreciate one another.

All this structure helps us come together in a safe, beauty haven we call "home" in the mountains of Western North Carolina. May we continue to appreciate what it takes to keep our community safe, happy, and enjoyable.

Today we welcome new residents Kenny and Lori McGann who purchased 905 and Kathi McCammon and Walker Fischer who will be living in 503, leasing from John and Barbara Robinson for the next year.

6. The **treasurer's reports** for May and June were approved.
7. **Board actions** since the last meeting:
 - a) -issued a fine for a pet being outside without a leash
 - b) -approved a request for a resident to assume custodial care of the area

immediately in front of her unit, as long as guidelines established by the grounds committee were met

- c) -approved the composition of a letter on behalf of the Fleetwood Community in opposition to a proposed fence at a Laurel Park Highway neighbor
- d) -approved an offer to refurbish and refresh the front entry gates with supplies being purchased from Fleetwood funds
- f) -approved interior changes for units 102, 502, and 603
- g) -approved a lease for 503 for one year

8. Reports of Standing Committees:

- a) Building Maintenance. Bill Jacobs – See Appendix A
- b) Clubhouse/Pool. Bill Jacobs - See Appendix B
- c) Communications. Barry MacDowell – See Appendix C
Also, please let Barry MacDowell know if you want to be signed up for text messages, and please let him know if your contact information needs to be updated.
- d) Grounds Maintenance. Ruth Marcus – See Appendix D
- e) Emergency. Bob Hengst – no report
- f) Financial Planning. Phil Taylor – no report at this time. The committee will meet soon to make up a budget for next year.
- g) Insurance. Larry Simkin/Phil Taylor – we will be getting a new quote in about three months. We meet periodically with our insurance advisor. If residents want, we can have them come and speak to us directly.
- h) Nominating Committee. Jeanette Whitmire – See Appendix E
- i) Promotion. Kathy Simpkin spoke on behalf of Dennis Nelson –
There is no formal report at this time. There are listings on the website of units for sale. However, the list is not complete since it doesn't include units 502 and 403.
- j) Sewer. Bill Jacobs –

1) Day to day issues: Mike Michalski does an excellent job from day to day; it's an important job, and he needs an additional volunteer. Please consider volunteering to help. The daily maintenance involves monitoring that the pumps and grinder are working well and adding degreaser as needed. Because of this extremely important volunteer work, we have avoided many costly repairs.

We have to adhere to standards and make sure that our guests do as well. No grease down kitchen sinks; ONLY toilet paper and human waste down toilets.

2) We recently had a “sewage event,” that is, a sewage pipe broke. We (Fleetwood) hired Faith Mountain Plumber, who fixed it promptly. The town of Laurel Park provides our clean

water, but not our sewage service. We own our own sewage system. We were notified by Laurel Park that there was a leak. We found the leak ourselves; in 6-8 hours of work it was fixed.

We do not have a gravity system; we have a pump system. We grind up our sewage and *pump it* three miles to the closest entry point into the Hendersonville sewage system.

We've had three sewage events in thirty years. Our sewage line runs through both private property and city roads. We are working on mapping.

3) Future plans: Laurel park would love to have sewer service throughout the entire town. But it's very expensive and they don't yet have the money. Laurel Park would like to have Hendersonville take over the system.

k) Snow Removal. Jean Trochet – no report at this time.

l) Social. Kathy Simkin – Jeanette is looking for someone to work on our December 10th holiday party at the Cedars. See also Appendix F.

m) Vista. Larry Simkin – we've been working on a project between the 200 and 400 building. The tree cutters said that the undergrowth is so heavy that after they began they had to stop temporarily, but when late fall comes, after the leaves have fallen, they'll finish the cutting. Several rows of trees need to be cut.

It took two and a half years to find out who owned the property and get permission to cut. Our biggest problem is always to get permission to do the cutting. There are two areas that are especially difficult to handle: the Somersby development, and Mrs. Youngblood's property. Mrs. Youngblood is one of our neighbors, and she doesn't want to have *any* trees cut.

Send any requests for vista improvement to Larry Simkin, Vista Committee chair.

n) Historian. Katy Parisi – no report

o) Librarian. Carolyn MacDowell – no report

p) Ad hoc committee (Value Enhancement). Phil Taylor – no report at this time

9. Old Business

Bill Jacobs reported: We have a water drainage problem. To avoid future landslides and mudslides, rain water must drain down the slope onto town drainage. The land behind the buildings does not drain the water properly; we have to provide drainage and regrade our property, so the water goes to the drains, which it doesn't do now.

The proposal of the company we hired to do a topographical study: that we put in 9 channels running down the embankment. The current thought is that they be open channels, but we may use PVC pipe. Once the nine channels have been put in, then behind each unit the ground must be regraded so all rainwater slopes to the channels. And the ground must be lower than the back porches. There will be a lot of regrading of the land and replanting of grass. The town has asked us not to do that all at once because Laurel Park doesn't have the drainage as yet. According to the company that did the survey, we're not in immediate danger; we are 10 serious storms away before our buildings are in jeopardy. The clubhouse is not in danger; the pool buffers the

clubhouse. Where we've had slides already, nature has told us where to put two of the channels. These will be our top priorities. We'll be handling all of this work over time; budget and manpower are issues.

We can proceed more quickly with the work at the front of the buildings, on the Fleetwood Plaza road. In the front of our condos, we need to create 19 runoffs. Some of our units are getting water in their basements. We will use landscaping to draw the water away from the buildings rather than allowing it to run toward the buildings, which it does now, resulting in the flooding of some basements. Rainwater must run to the road, and away from Fleetwood buildings. We'll either have channels or buried pipes to accomplish this.

Rain gutters contribute to the problem. Water from the gutter downspouts needs to be channeled away from the buildings.

We don't know yet how much this will cost, and we don't yet know how long it will take.

10. New Business – There was no new business.

11. Reminders to the Fleetwood community:

a) **Trash and wild critters:** If you have a buried/underground trash container, use it only if you take the trash out and put it next to the container on Thursday mornings. Underground containers no longer work as originally designed. Please use an above-ground trash container to help solve the problem. Metal trash cans, with lids that can't easily be removed, are more effective to avoid having raccoons or other critters chew through the plastic to get to the garbage.

Let's keep the trash collectors happy, so that they continue to do us the favor of coming into our service yards to collect our trash, which they are not obligated to do. If we have to put the trash out on the street, it may well attract crows.

Idea: If the raccoons are a real problem for you, you can freeze your smelly garbage until garbage day. Please do not leave these outside, as they can attract critters.

b) **Please respect the speed limit, particularly as you enter the Fleetwood complex. A day or so ago one of our residents was almost hit by a speeding car entering our campus. Limit your speed to 14 miles an hour.**

c) Please contact Barry MacDowell if you want to be added to the text messaging service or if you haven't given him your latest contact information.

12. The meeting was adjourned at 11:37am.

Respectfully submitted,
Sandy Grant, Secretary

Next Meeting which will be the Annual Meeting of the Owners is scheduled for:

**Monday, September 3 at 2 PM
Clubhouse**

Appendix A – Building Maintenance

Building Maintenance

Progress has been made on the backlog of building maintenance requests but there are still some older requests outstanding. Bid requests are out for the inside water runoff project but none have been received yet. The outside/perimeter water runoff project is still waiting town/county approval. There was a sewer line break that took some time and effort.

Following are the maintenance items completed since the last report:

Project	Status	Req. Date	Work Date	Notes
102 --> Water intrusion	done	5/19/2018 16:43	6/13/2018	
102 --> water problem	done	5/30/2018 11:00	6/13/2018	
102 --> Mildew test	done		7/16/2018	No positive for mildew but high for moisture
303 --> Stain Deck	done	6/20/2018 16:52	7/2/2018	
602 --> Water incursion & mildew odor on enclosed porch/sunroom	done	4/3/2018 1:26	6/20/2018	Crack in window frame needs epoxy.
602 --> Rain leak on master bedroom porch	done	3/28/2018 0:12	7/2/2018	Ceiling tiles stained, leak from above.
602 --> Mildew test	done		6/11/2018	Negative for mildew
701 --> Mildew test	done		6/10/2018	Mildew tested for positive, needs attention
701 --> Replace east side panels	done		6/13/2018	Removal of mildew source
702 --> Broken hinge	done	5/17/2018 18:36	6/20/2018	
900 --> Carport gable panels	done		6/11/2018	
902 --> Carport Gutter	done	3/30/2018 17:04		
903 --> Garbage Area Front Gutter.	done	6/15/2018 15:49	6/10/2018	
903 --> Gutters	done	5/25/2018 10:47	6/10/2018	
906 --> Mailbox	done	2/12/2018 18:23	6/3/2018	
1000 --> South side panels/trim replacement	done		6/2/2018	

1002 --> Deck pressure wash/stain	done		7/2/2018	
1103 --> Foundation Leak	done	4/3/2018	6/18/2018	rework needed on previous foundation wall treatment
1103 --> More Foundation Leak	done	5/16/2018	6/16/2018	
1104 --> Carport gutter overflowing	done	5/19/2018 16:50		
1201 --> Rain Water/windows	done	4/16/2018 7:54	6/20/2018	
1202 --> Sunroom Carpet Wet	done	2/24/2018 14:07	5/30/2018	
1703 --> Ceiling Leak	done	3/13/2018 19:32	7/5/2018	
1704 --> Chimney Flashing	done	3/21/2018 7:24	6/10/2018	
All --> Fix leak in water feature	done	5/10/2018	6/20/2018	Water runway membrain has a leak.
All --> Water feature repair	done		7/2/2018	Leak around pump basin
All --> Temp dam behind 1400 enhancement	done		7/2/2018	Added more sandbags behind 1400
All --> Yellow stripe stairs	done		7/12/2018	Safety striping of stairs at pool and around campus
All --> Sewer leak on Davis Mtn Road	done		7/13/2018	

And following are the outstanding/pending maintenance items:

Project	Status	Req. Date	Notes
102 --> stain in loft	Danny	7/13/2018 11:18	
103 --> Pls. pressure wash the front staircase and screened in balcony Also, there is mud spilling into the carport from a gutter leak at the end of the gutter. Getting worse with all the rain, a real mess.	Danny	6/1/2018 10:22	Do porch now, stairs later with campus effort.
103 --> PAINTING EASTERN BALCONY	Danny	7/10/2018 12:41	

203 --> ceiling on porch	Danny	6/29/2018 22:01	
203 --> Masonite siding	Danny	6/29/2018 21:59	
401 --> Porch Screens (2)	Danny	7/7/2018 14:07	
402 --> New roof over porch	Danny	3/30/2018	
403 --> Replace three (3) porch screens	Danny	5/19/2018 9:37	
404 --> Garbage Storage Area	Danny	5/4/2018 10:19	
503 --> Carport Stairs	Danny	3/30/2018 17:09	
602 --> Shredded & blistered paint in front bedroom due to rain leak	Danny	3/28/2018 0:42	Window needs rechaucking, inside wall painted.
603 --> Sewer Pipe Wall Leak	Danny	3/21/2018 7:19	
603 --> Exterior White Board	Danny	6/3/2018 15:08	
603 --> Basement Leak	Danny	6/3/2018 15:14	
701 --> Front Foundation Wall Leak	Danny	3/30/2018 17:03	
702 --> Porch carpet/floor	Danny	3/30/2018	
702 --> Missing trim	Danny	6/30/2018 10:08	
704 --> rotten wood	Danny	6/20/2018 9:08	
801 --> Screen Repair request	Danny	7/7/2018 10:00	
901 --> Storage Closet in carport	Danny	4/30/2018 14:54	panels
902 --> Rot of door jamb	Danny	5/2/2018 21:14	
903 --> Rotten Deck.	Danny	6/15/2018 15:55	
906 --> Garbage Area Wall	go look	3/17/2018 7:27	
1104 --> leak in ceiling of unit 1102 sunroom	Danny	3/30/2018 11:50	
1104 --> Foundation/wall gap in building 1100 northeast corner.	Danny	3/30/2018 11:43	
1202 --> Porch Ceiling Stain	Danny	2/24/2018 14:03	
1204 --> Painting in stairwell		3/20/2018	
1403 --> leaks around inadequate outside window caulking, west wall of porch, 4th window (counting from corner nearest pool)	Danny	7/7/2018 11:19	

1404 --> porch		4/4/2018 11:52	Add this to campus panel effort
1602 --> Loose screen on my outside deck.	Danny	7/16/2018 9:39	
1603 & 1601 --> Basement water	Danny	5/16/2018 17:29	Also 1602.
1604 --> Balcony screen panel missing	Danny	7/2/2018 5:49	
All --> Gutter Cleaning		3/21/2018 7:24	Include downspouts
All --> Power wash of carports and stairs		3/30/2018	
All --> Remove boundary dirt		3/30/2018	30 years of mulch buildup.
All --> Panels		3/30/2018	Replacement, cosmetic touchup where needed

W.E. Jacobs

Appendix B – Clubhouse

Clubhouse/Pool:

The clubhouse is in good order. Usage has been normal, with one wedding reception held. The pool is operating as normal.

Appendix C – Communications

Communications Committee Report – 07/19/2018

1. Fleetwood Text Messaging System

Fleetwood's communications systems were put to good use last week with our sewer emergency situation. Two systems were used... the long-standing group email system AND the newer, group cell phone text messaging system. Clearly, the text messaging system was a quicker and more effective approach.

Background: For a couple of years now Fleetwood has had a "group" or "blast" text messaging system. Residents are only added to the system by request. This approach was taken so as not to be intrusive with cell phone text messages. (Some folks don't want them.) Said another way, it is available to everyone who wants to be included, but it is optional.

As a result of last week's situation, nine (9) additional units asked to be included in text messaging. The result is that residents of 44 units (approximately 70%) are now covered by the cell phone text messaging system.

Residents who would like to be added should simply contact Barry MacDowell and their cell phone numbers can be easily added.

2. Accuracy and Updating of the Fleetwood Directory

Another outgrowth of last week's sewer situation was the realization that some residents have not kept their official contact information up-to-date. This information would include: phone numbers, email addresses and "other" addresses.

Please take 60 seconds and review your information in the Directory (either on your Smartphone or online). Needed changes should be submitted using the online "Change Personal Information" form on the Member Page.

3. May Report Included

Other than the two items above, there is nothing new to report from the Communications Committee. The May Report is included below. It is a more complete report and is included for reference since more people attend the July Board/Officer Meeting.

Respectfully submitted,
Barry MacDowell
Van Wilson
Linda Beagles
Bill Irwin
Kerry Grant
Carol Briggs
Dennis Nelson

Communications Committee Report - 05/24/2018

The following informational items are noted:

1. Technology

Technology continues to change and offer occasional new challenges.

A. Periodically, Gmail will get fussy and randomly block blast emails to the Fleetwood group email list of 97 recipients. When this happens the work-around I use is to send out the email from my personal Comcast account. Other than coming from a different account, the needed information goes out.

B. People using the Safari web browser (Apple computers, iPads and iPhones), MAY have difficulty submitting certain online forms. (When you click “submit”, nothing happens.) This is a recent challenge and the company hosting our server is working on it. In the meantime, if you encounter this issue, the forms can be submitted using other web browsers (Explorer, Firefox, Chrome, Opera, etc.). Another alternative is to email (or call) me, and I will be happy to submit the form on your behalf. Remember, if your form is actually submitted, you will ALWAYS get an acknowledgement message.

2. Directories

The three online directories have been updated.

- Alpha listing
- Photo Directory
- Residents by Building

These three files are password protected. Also, remember that the Smartphone App (Androids and iPhones) is actually the easiest way to get resident information and... it is instantly updated with changes. (Contact me for simple installation instructions.)

3. Information

Selected information, previously posted.

A. Breakdown of residents

Full-time	26 units or 41%
Part-time	33 units or 52%
Renters	4 units or 6%

B. Average Sales Price in 2018 is... \$256,917 (6 sales)

C. Duffy Tree Management Plan has been posted for some time

4. Communications (what's going on)

Communications Reminder – An absolute wealth of information is provided via

- Email
- Text messages
- Website
- Open Board/Officer Meetings

This information includes...

- Board activities, actions and efforts
- Financial reports
- Social events
- Changes in current residents
- Profiles of new residents
- Sales of units and sales prices (current and historical)
- Announcements (like termite inspections, snow removal and sewer challenges)

GENTLE REMINDER...

communication takes both a sender **AND a receiver.**

Respectfully submitted,
 Barry MacDowell on behalf of the committee
 Van Wilson
 Linda Beagles
 Bill Irwin
 Kerry Grant
 Carol Briggs
 Dennis Nelson

Appendix D – Grounds Maintenance

Grounds' Report July 2018

May - July

Clubhouse and pool beautification

- Annuals planted in front of clubhouse and pool area
- Trench dug to separate grass from shrubs with border installed
- Hand trimming of bushes and weeding
- Thanks for Louisa Foss for planning, Louisa, Rich, and Sandy for planting, and additional team of Nancy, Janet, Susan, and Jan.

- Continued watering annuals by Louisa, Rich, Janet, and Sandy. and Nancy

Several to do lists were given to Todd after walk arounds by Louisa, Nancy, Janet and myself including:

- Main large job was to trim bushes back about 18 inches from heat/ air units on campus. Most all units had bushes grown into the units.
- Poison ivy removal
- Bush trimming where necessary including blocking windows and walkways, removal of dead bushes, and some needed cleanup around bushes.
- Back bush overgrowth including vines removed
- Some small requests from owners concerning bushes for above reasons
- Edging and weeding ongoing. If anyone can help, please let me know

All the bushes have been fertilized by Bartlett Tree Service completing the 1st year plan in a 6 year plan.

Raymond's Work at waterfall- completed July 2

- Added perennials and dwarf evergreens at the waterfall.
- Removed drains, debris, damaged lumber edging, and roots - dug down - added river rock for a neat no maintenance look in 2 areas in front of carports of #900. That building will be adding planted pots.
- Team of Louisa Foss, Nancy Irving, and Janet Marshall weeded and cleaned the area when Raymond's had finished at waterfall and entryway.
- Same clubhouse team is an will be watering until plants are established

Future Work

Our biggest challenge has been our bushes in particular the correct timing of trimming and as important the correct way to trim them. All bushes have been trimmed or cut back or down by the electric zipper (as we call it). That permits growth on the outside but not on the inside so many of our bushes look good until you push back to see all the dead growth. In addition many of our bushes are old or are in the wrong place. We have been searching for the **right** people to hand cut many of our bushes and to give us advice on **which ones to keep, which are diseased and can be helped or not, and which plants to replace and with what that will work in this climate and place.**

July 5th we found TLC Garden Services which specializes in garden care and maintenance. The 2 owners have the professional education, expertise, and experience we have been looking for especially in light of the drainage work of grounds and replacement of bushes.

The grounds committee met the 2 gals, walked the grounds looking at our bushes, and discussed care with an immediate emphasis on the proper cutting of our rhododendrons. We are hoping to get a quote on that including other bushes blocking window views to be done now and future care of our bushes.

This is not to replace Todd Anders who has been a real pleasure to work with but to enhance the quality replacement and care of our landscaping in particular our bushes.

As we move into late summer the grounds committee will be doing more walk arounds making to do lists for Todd & crew. No new landscaping is planned until drainage is completed per building.

Speaker

We would like to invite Steve D. Pettis, Commercial and Consumer Horticulture Agent with the NC State Cooperative Extension to offer a talk on preferred native plants and or which plants would work for this area. This would be opened to all residents of Fleetwood giving us an opportunity to learn and ask questions.

Reminders

- Please send requests using the grounds request form on our website. If you don't have internet, call me. You will get a response.

Respectfully submitted,
Ruth Marcus
Grounds committee

Appendix E – Nominating Committee

Nominating Report

The nominating committee met and was unanimous in the selection of Phil Taylor to serve on the board for the three year term which is open. We feel Phil is a good candidate for this position and will continue to serve Fleetwood Plaza Regime as he has done in the past.

Phil's bio will be included in the packets which will be mailed out prior to the September annual meeting.

Nominations will be taken from the floor at the annual meeting. Please notify Jeanette Whitmire, chairperson of nominating committee, if you would like to nominate yourself or someone else from the floor at the meeting.

Submitted by,

Jeanette Whitmire
Chairperson
For the Nominating Committee
Nancy Hicks
Linda Beagles
Jean Trochet

Appendix F – Social Committee

Social “Committee” Report
July 2018

Each week and month see social gatherings at Fleetwood. A coloring group gets together at the clubhouse for creating and visiting. Terry Russell has helped pull this group together. The daily walking group continues with 8:30AM being the current time for setting off for Jump Off Rock. A new fitness feature has been added to the weekly lineup with a noodle workout at the pool on Tuesday and Thursday mornings. Thanks to Karen Grochowski for starting this group. Each Wednesday evening at 7 PM at the clubhouse people gather while Bill and Bonnie Jacobs host movie night at the clubhouse.

The birthday parties remain a special attraction with celebrations monthly in the homes of generous volunteers. Thus far Barbara Gittleman, Carol Briggs, and Nancy Hicks have hosted groups in their homes. The conversation, food tasting, celebratory drinks, and cake and ice cream have helped build comraderie and community. Many thanks to Nancy for pulling the birthday groups together and getting this organized.

On Memorial Day Blondie Whitmire organize a flag ceremony in front of the clubhouse in honor of all Fleetwood veterans. David Liles set the tone for the day with a special reading. Thanks to Mike Abarbanell for adding to the flag display. I understand that Blonde and Jeanette Whitmire made sure everyone had something to eat. The people who attended enjoyed the observance and the chance to get together for a visit.

An impromptu party at the Fourth of July was well attended. Thanks to Bill Jacobs for pulling people together for that celebration. This is the kind of impromptu “pop-up” party that does not require extensive planning, elaborate decorations, or massive cleanup but allows people an opportunity to be with one another on a special day.

The Ladies’ Lunch Out has been a hit since the first time it was scheduled. Janet Marshall keeps the gals entertained with wonderful selections of restaurants to visit and organizing a memorable outing every time. Next week on Thursday is the next scheduled event of this kind.

For lack of an official social committee there are lots of things happening to bring people together.

Submitted by Kathy Simkin