

Overlook on Riverhaven Board of Directors Monthly Meeting

September 12, 2025 at 12:00PM Located at the Clubhouse

Call to Order:

- President Dino Drakos called the meeting to order at 12:00PM, seconded by Brandon Collins and Nellie Stallsmith.

Approval of Previous Month's Minutes:

- Minutes from August 11, 2025 were reviewed and approved; Motion by Dino Drakos, seconded by Nellie Stallsmith and Brandon Collins; passed via majority vote.

Presidents Report - Dino Drakos:

- Unit 311 balcony lights
 - Owner to be notified of tenants use of lights
- Communication between Bill and Landscaper to improve
- Front light not functioning
- Mr. C attendance and absence as well as contract to be reviewed
 - On-Site Care Taker Job and Description
- Pool cleaning
 - Bill to reach out to individual regarding cleaning \$400/month

Treasurer's Report - Angela Harry & Dorothy O'Hanlon:

- Review of current financial statements - ***To be sent by Angela Harry before October 10, 2025***
- Customer Aging Report and recommendations from Attorney
 - *Waiting on Angela Harry to report*

Manager's Report - Bill Royston:

- Condensation lines and status of call-back from individual
- Tree trimming
 - Date to be completed will be decided upon in October
- Dumpster/Trash Pick-Up
 - Contract status?
 - Sign to signify Use for Overlook on Riverhaven Owners/Residents Only
 - Pressure washing of dumpster area → decided to power wash regardless of dumpster pick-up status but did not decide on vendor
- Landscaping
 - Contract includes: one mulch + one pine straw per year

- 100 Building
 - To be addressed when cooler via tree/bush → Nellie and Bill to discuss
- Completed last month:
 - Building 500 painted → \$6200
 - Storage doors painted → \$1100
- To be completed:
 - Shutters → approved 9/10/25 to be completed in November, estimated \$1200

Water Meter Function:

- Local Individual(s) to change radios vs. Tennessee company
 - 0103: Michelle Bishop → Completed + On ⇒ showing estimated
 - 0104: Donita Watson → Completed + On ⇒ showing estimated
 - 0511: Justin & Kari O'Neal → Completed + On ⇒ showing estimated
 - 0528: Edson Pereira Dias → Completed + On ⇒ showing estimated
 - 0923: Yolanda Thomas → Completed 2 weeks ago
 - 1322: Gregg Horn → Did no permit access + Bill did change battery
 - 1324: Virat Chauhan → Completed + On ⇒ showing estimated
- Letter/Email to be sent to notify of issue

Follow-Up Items:

- Update on attorney's clarification on Board's authority to penalize/fine
 - Pending update by Angela Harry
- Tim Abbey:
 - Condensation pipe line
 - Labor day weekend issue
 - Frances Fowler ceiling issue was treated by Jimmy X (as a favor from Bill) who determined the condensation line was not the issue and deemed the Freon line as the issue. Ceiling was cut to determine clogged line was from AC unit of 1021
 - Owner of 1021 to be notified of responsibility of issue
 - Attorney to be asked about persistent issues with renters of 1021
- Management + 1-2 board members to meet/deliver copies of contracts to residents who have requested
- Garage unit not sold by previous owners
 - Amend the ByLaws and Rules & Regulations → send to garage owner + possible charge of past HOA months not sold

Homeowner Forum:

- Window & Deck Repair
 - Need additional quotes/approved vendors
- Upper balconies rotting
 - To be discussed for 2026 budget
- Termite Control Contract
 - \$420/year for monthly and as-needed service
 - Add the clubhouse to the contract?
 - To be discussed for 2026 budget
- New home owners
 - Welcome Letter and Board Introduction
 - Unit 111 → letter sent to Brent and Anna Spink regarding sale of unit?
- Rentals
 - ByLaws to be changed to only permit 15% → currently at 18%
 - Question for Attorney + End-of-the-Year meeting to vote/approve/quorum

The next meeting is scheduled for November 17, 2025 at 12:00PM at the Clubhouse.

Adjournment:

- The meeting was adjourned at 1:30PM, motioned by Dino Drakos, Seconded by Nellie Stallsmith and Dorothy O'Hanlon, passed by majority vote.

Minutes Prepared by: Nellie Stallsmith