

## MEETING Minutes

**DATE: Monday, March 18<sup>th</sup>, 2013 Cornerstone Institutional Baptist Church**

Meeting was called to order at 6:08 pm. Thirty- three (33) residents, representing 24 homes, were in attendance. This represented about 18% of the total number of households invited to the meeting. A review of the recent neighborhood assessment and survey was presented by Ms. Celeste Williams and the need to organize the Association was highlighted. Attendees were in agreement with the findings in the survey and residents indicated there were a number of break-ins in the area and stressed the importance of neighborhood watch programs.

The proposed boundaries were discussed and the included subdivisions noted (i.e., Gerland Creek Phases 1-7 and Richwood Hills Sections A and B). Copies of the Declaration of Covenants and Restrictions were provided and it was noted that the Declarations for the Gerland Creek Phases and the Richwood Hills Sec A and B were slightly different and that all Declarations must be equally covered under the Association By-Laws. Copies of Declaration of Covenants and Restrictions for all subdivisions will be obtained and provided with all official documents.

The objective of the Association to improve the quality of life in the community in areas of neighborhood appearance, safety and quality of schools was discussed. An interim board of directors (BOD/executive committee) was formed to review and approve Association By-Laws and to draft the annual budget. The residents to sit on the executive committee include: Ms. Twana Russell (Long Creek Rd), Mr. Henry Neal (Long Creek Rd), Ms. Mary Upshaw (Espie Cove), Ms. Barbara King (Sand Crossing Cove), Ms. Janice Gray (Sand Crossing Cove), Ms. Paula Young (Windsong Dr), and Mr. Dennis Davis (Kilday Cove). Ms. Celeste Williams and Ms. Stephanie Miller will also sit on the committee to serve as the facilitators only. Ms. Sharon Story (Espie Cove) was not in attendance at the meeting but expressed an interest in volunteering on the committee. A draft of the proposed by-laws was provided to each committee member. The goal of the committee is to have all tasks completed within 30 days (by April 18<sup>th</sup>, 2013).

Prior to the meeting, three (3) residents had volunteered to serve as Block Captains – Ms. Ann Harrison – *Fox Bridge CV*; Mr. Dennis C Davis – *Kilday CV*; and Ms. Tajuana Brown – *Stonington DR*. Ms. Harrison and Mr. Davis were present for the meeting and special appreciation was given to them for agreeing to serve. The duties of a Block Captain were read and the following residents also volunteered to serve as Block Captains – Mr. Laverna Dickerson – *Sandy Brook CV*; Mr. Eddie Gray Jr., *Sand Crossing CV*; and Ms. Cathy Pittman – *Espie CV*. Each Block Captain was provided with a description of duties and membership Sign-up sheets. Block Captains are needed in the following areas: *Juniper Ridge Dr and CV*; *Kings Fox CV*; *Wood Fox CV*; *Windsong DR and Long Creek RD*. It was recommended that larger areas, like Long Creek RD, have more than one Block Captain.

The maintenance of the Subdivision entrance was discussed and Ms. Miller presented the quotes obtained from potential contractors. Costs were estimated to be about \$2,000 a year. Questions arose about the responsibility of the homeowners adjacent to the entrance area, and it was noted that according to County ordinance "it is the responsibility of the property owner to maintain the areas along any sidewalks, curbs and "reverse frontages" that abut your property even if it's separated from your property by a fence". Residents noted that in the past, the targeted (affected) homeowners were provided with this information but the maintenance of the area is still in decline. It was stated one affected homeowner is elderly and unable to maintain the area, and the importance of the Association to help elderly neighbors maintain their lawns was emphasized.

Additional issues raised included the timing of the city of Memphis annexation of the unincorporated area, property taxes appraisals and the estimated dues amount needed for the Association. It was decided we would invite city and government officials as soon as possible (likely within the next 2-3 months) to speak on the issues as soon as we officially register the Neighborhood Association. The range of fees of similar associations was discussed and it was strongly emphasized that we must be willing to pay in order to meet the goals of improving our homes, neighborhood, schools and community. Also it was stressed that we would actively seek external funding as well, with several residents offering to lend their talents in grant writing.

Meeting was adjourned at 7:05 pm.