

**LAKE HONDAH PROPERTY OWNERS ASSOCIATION**  
**200 Hondah Blvd, BREVARD, NC 28712**

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**Board Meeting**  
**February 17th, 2026**  
**401 Spring Water Dr, Brevard NC 28712**

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**Attendance:**

Desmond Duncker (President)  
Frank Kralik  
Raymond Jacques  
Don Narup (Treasurer)

**Absent:**

Ashley DeCoux (VP)  
Jason Karol

**Meeting Minutes:**

**Review and Approval of Previous Meeting Minutes**

- Meeting called to order at 5:33.
- The meeting began with a review of the AI-generated minutes from the last meeting.
- The minutes were deemed “pretty accurate” but required manual attendance tracking.
- A motion to approve the minutes was made by Raymond and seconded by Frank.
- The minutes from the previous meeting were approved.

**Financial Report Review**

- The current bank balance is \$16,601.38.
- A \$1,000 donation was received from the Hogarths.
- Dues were received from Stephanie Groot, though three members still have outstanding dues.
- An issue with missing checks (numbers 700 and 701) was clarified; they were voided. The voided checks were requested to be scanned so there are no missing check numbers in the files.

**Financial Reporting Procedures**

- A discussion was held on the frequency of financial reports.
- It was proposed that the treasurer publish a financial report monthly, even if no meeting is held.
- For meetings, all reports since the last meeting should be presented for approval, reflecting the balance as of the meeting date.
- The importance of accounting for every check and expense was emphasized.
- The financial report covering the period from November to the present was approved.

## **Best Practices for Voided Checks**

- There was a discussion about the proper procedure for handling voided checks to ensure complete records.
- It was recommended to write “void” on the physical check and scan the image to the Google Drive, as voided checks do not appear on bank statements.

## **Management of Overdue Payments and Liens**

- A pre-lien notices were sent out, giving overdue individuals two weeks to pay.
- If payment is not received, the board can officially file liens against the properties. A follow-up meeting with Don is needed for this process.

## **Discussion of a Resident in Financial Hardship**

- The board discussed the financial difficulties of a resident, Kathleen, who is unable to pay her dues.
- Her financial struggles have been ongoing since her husband’s passing. Raymond mentioned a senior program that halves property taxes but does not affect association dues.
- The board noted that the Stoneburners had previously paid her dues for one year.

## **Proposal for a Voluntary Charity Fund**

- A proposal was made to create a voluntary charity fund to help residents in need, like Kathleen.
- The fund would be sustained by donations from members, not the budget, and managed by the board to ensure money is used for its intended purpose.
- The treasurer would keep a separate tally of this fund with board approval.

## **Reward for a Volunteer**

- Colby cleared main roads after storms using his own equipment. A reward was proposed for his voluntary work since he is not a board member.
- A debate occurred on the form of the reward (gift card vs. cash) and the precedent it might set for other volunteers.
- It was clarified that a gift is permissible for non-board members and that Colby’s work benefited the wider community.
- The board agreed to give Colby a \$50 Ingles gift card, presented as a “thank you” from the board.

## **Road Maintenance and Supplies**

- **Paving Issues:** A resident who donated \$1,000 is still waiting for their road to be paved. The current paver is unreliable, and recent patching work is failing. The group agreed on the need to find a new, local paver.
- **Road Salt Supply:** The association has only two bags of salt left, and retailers are out of stock. Sand was deemed ineffective.

- **Conclusion:** The board will purchase approximately 20 bags of salt (estimated 260 –300) when it becomes available at a reasonable price (around \$13/bag).

### **Signage Replacement**

- The group discussed replacing worn signs, including speed limit signs and a new sign for “Lake Point Park.”
- A potential vendor was unresponsive.
- It was concluded that the board needs to find a new vendor for signage.

### **Proposed Bylaw Changes**

- **Historical Discrepancy:** A bylaw violation from 2010 was identified where dues for an undeveloped lot were increased from \$100 to \$201, violating the 10% annual increase cap. This may have occurred without the required 51% approval from all property owners.
- **Amendment 1 (Undeveloped Lots):** Propose removing the rule setting a “\$100 difference” between developed and undeveloped lots to allow for more equitable fee structures.
- **Amendment 2 (Voting Requirements):** Propose changing the bylaw amendment requirement from a 51% vote of all members to a two-thirds vote of members present or voting by proxy.
- **Strategy:** The plan is to prepare and mail documents to all homeowners to seek proxies for approving these two changes. There will be no increase in annual dues this year to encourage support.

### **Annual Meeting Planning**

- **Date:** The proposed date is Sunday, June 21st at 3:00 PM, with a rain date of June 28th. Frank noted a work conflict.
- **Secretary:** A designated secretary is needed for voting. Desmond will ask Ashley to volunteer.
- **Deadline:** The deadline to mail the annual meeting notice, dues letter, and proxy is Friday, April 17th.

### **Meeting Schedules - Key Dates Proposed:**

- **March 17:** Next board meeting (date is flexible).
- **April 14:** Meeting to prepare mailing materials.
- **April 17:** Mail-out date for bylaw change proposals.
- **June 16:** Final board meeting before the annual meeting.
- **June 21:** Annual association meeting.
- Don has a scheduling conflict with the proposed March 17 meeting and was advised to email the board to find an alternative date.

## Next Steps:

- Scan the voided checks (numbers 700 and 701) and upload them to the Google Drive.
- Schedule a meeting to work on the lien process.
- Propose the creation of a voluntary charity fund at a future meeting.
- Find a new paving contractor for road maintenance.
- Ask Robin if he knows any local pavers.
- Purchase a \$50 Ingles gift card for Colby.
- Desmond will find a “thank you” card for Colby, sign it on behalf of the board, and deliver it with the gift card.
- Continue searching for a new vendor for signage replacement.
- Desmond will ask Ashley to serve as the secretary for the annual meeting.
- Purchase approximately 20 bags of salt (estimated \$260 –\$300) once it is back in stock at a reasonable price.
- Desmond will prepare documents for the two proposed bylaw changes.
- Desmond and Don will coordinate to create the mail merge for the mailing.
- Send out the annual meeting notice, dues letter, and proxy by the April 17th deadline.
- Don will send an email to the board to propose a new date for the next meeting due to a scheduling conflict.