

**The Vistas at Banner Elk**  
**Board of Directors Meeting**  
**May 22, 2025**  
**Minutes**

The Board of Directors Meeting of The Vistas at Banner Elk was held on May 22, 2025, via Zoom Video Conferencing. The meeting was called to order at 10:00 a.m. Board Members attending were Jim Oliver, Benny Cogdill, Dick Osman, Rick Gault, and Jeffrey Winn. Also present from Property Management & Maintenance Services, Inc were Kennie Boling, Melinda Boling, Jessica Blevins, and Tammie Johnson.

**Financial Report**

- April financials reflect the Association is in line with the budget apart from a couple line items. With some projections, the Association may run slightly over budget but will know more as the year progresses.
- Special assessment funds for hurricane repairs has a current balance of approximately \$33,000.00.

**Landscape Committee Report**

- The landscaping report was prepared by Dick Osman.
- Slope stabilization is being addressed.
- Possible hydroseeding may be needed behind Bldg 3.
- Mulching around the Maple trees on Penny Lane is scheduled within the next couple of weeks. There are a number of plants that need to be removed. Plants in the island area need some attention.
- The next volunteer workday is set for the 3<sup>rd</sup> Saturday in June, beginning at 9:00 a.m.

**Projects Completed**

The following projects have been completed:

- The drain line behind Bldgs 1 and 2 was evaluated by Steve Gilliam and no repair is needed at this time.
- Tumbling Brook Vistas sign and lights were installed. (post may need to be replaced)
- Porches were sprayed with Wet & Forget for mildew.
- Bldg 1 Grill has been replaced, and two new picnic tables have been purchased and placed.
- New solar lights have been installed on stairwells at all buildings.
- Bldg 9 drain line obstruction repaired.
- Stonework secured on Bldgs 1-3.
- Shingle replacement and securing fireplace vents has been completed (Ladizlao Mendoza).
- 2025 NC Elevator inspection completed and submitted.
- New curbing and paving at top of Penny Lane has been completed.
- 242 Downspout repaired and gutter system evaluated.

**Fire Marshal/Code Violations**

- The grill between Bldgs 1 and 2 was removed on May 16, 2025.

- The limbs from the trees have been trimmed back to allow access to the fire equipment doors at Bldgs 2 and 3.
- A notification was sent to the owner at Bldg 2 regarding the gas grill, requiring the grill to be removed immediately and the gas line capped as it is in violation. (Confirmed by Fire Marshall)
- Fire Marshall noted that no personal items should be stored in the sprinkler equipment rooms. Owners are to be notified. It was noted there is no room in the Grey House for personal storage. Mr. Smith has been notified and will be removing his items soon. (A letter will be sent to all owners about the removal of their personal items)
- There was a question about the last time the fire suppressant systems were inspected. The NC Law will have to be researched to see how often this is required to be performed. East Tennessee Sprinkler system is willing to do an on-site visit to evaluate the systems and prepare a quote. The Board agreed to move forward with this company for the evaluation.
- Management is still waiting for the official report from the Fire Marshal for directions on the items mentioned above.
- Rick Gault mentioned that dryer vent cleaning also needs to be addressed. The Board agreed and Management is to get pricing.
- Mr. Osman will draft a letter to be reviewed by Rick Gault and Jeffrey Winn clarifying and updating status on above listed items within this section. (The letter will be sent out after the report is received from the Fire Marshal.)

### **Projects on Schedule**

- Backfill on new curbing at the top of Penney Lane and settling of new backfill behind Bldg 3. Work contracted with Steve Gilliam.
- PMMS is working to obtain the portion of the streetlight that was not left by the delivery company.
- Hardy Board replacement at Bldg 9 and other buildings will be done by PMMS.
- The painting of Bldgs 3 and 7 is set to begin on June 9 by AB Paint Service.
- Staining of the trim on the east side of Bldgs 8-10 will be done by AB Paint Service.
- Matting on the hillsides will be done by Steve Gilliam. He has requested to work weekends on this project. Board approved.
- Overseeding and new mulched beds at the Maple trees will be done by Phil Sisco.
- The removal of the sliding door at 430 Penney Lane 2-B to determine any flashing issues will be done as soon as weather allows.

### **Other Maintenance/Evaluation and Updates**

- Lower units have been checked for water damage at Bldgs. 7-10. 242 1B concrete porch has been evaluated for standing water and crack issues. PMMS has evaluated and did not find any issues that need to be addressed. Mr. Osman noted that he has measured the crack of the concrete for documentation. This item is tabled but will continue to be monitored.
- Hillsides: Rocks rolling down from hills causing concern. Areas will be matted by Steve Gilliam and see if that resolves the issue. Mr. Boling stated that a retaining wall may be an option if the matting does not solve the problem.

### **Banner Elk Issues and Updates**

- The Town of Banner Elk is working with FEMA to address the hurricane-related damages that are the Town responsibility which effect The Vistas. The Town has confirmed that the work is on the list to be done but no schedule has been confirmed.

- The tree limb that was leaning over Tumbling Brook has been removed. Mrs. Boling has checked with the state about the standing water on Tumbling Brook but has not received an answer.

**Other**

- The consolidation and review of the by-laws is pending. There is a need for an enforcement policy. Mr. Gault will work on a draft.
- Amendment regarding staggered Board terms will need to be addressed before the 2026 election. An amendment will need to be drafted and submitted to an attorney.
- An owner has installed a flag on the outside of the building and needs to be notified it must be removed. Mr. Gault and Mr. Osman agreed to contact the owner.

The next Board of Directors meeting is set for August 21, 2025 at 10:00 a.m. via Zoom.

With no further business to come before the Board, the meeting was adjourned at 11:24 a.m.

Respectfully Submitted,



Rick Gault (Jun 19, 2025 18:46 EDT)

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Rick Gault, Secretary

# VBE Board Meeting 5.22.25

Final Audit Report

2025-06-19

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