

# SVRA

## Sylva Vista Road Association Board of Directors Meeting Minutes

**Meeting Title:** Spring Recap and Road Update

**Date:** April 21, 2026

**Time:** 5:30 PM – 6:45 PM

**Location:** Virtual (Microsoft Teams)

**Meeting Type:** Board Meeting

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### 1. Call to Order

The meeting was called to order at **5:30 PM** after confirming audio connectivity among attendees.

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### 2. Attendance

**Board Members Present:**

- Ron Van Alstyne (Chair)
- Barbara Olson (treasurer)
- Carter Alen

**Absent:**

- Pam Smolik (excused as ill)
- Tom Pascow (on vacation)

A quorum was confirmed with three board members present.

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### 3. Approval of Previous Meeting Minutes

- The Board reviewed the **September 25, 2025 Board Meeting Minutes**, previously posted as a draft.
- A motion was made to approve the September 25 minutes as presented.

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- Motion was seconded by Barbara Olson.
  - **Vote:** Approved unanimously.
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## 4. Financial Report

- **Current Cash Balance:** \$21,816.85
- All known expenses to date have been paid, including:
  - Duke Energy bill
  - Insurance
  - Gate camera
- No outstanding bills were identified at this time.

### Upcoming / Anticipated Expenses:

- Culvert repair and cleanup (estimated \$12-15,000)
- Neighborhood trimming prior to the July annual meeting (estimated \$3,500)

The Board agreed that finances are minimally sufficient to cover anticipated expenses through year-end – we considered a special assessment but agreed to attempt to get thru the year without a special assessment and revisit should things change.

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## 5. Road Maintenance and Infrastructure

- **Paving and Patching:**
  - Quotes are being requested for possible paving of **Section B**.
  - Patch-only estimates will be obtained for:
    - Lower section near the tree
    - Upper section with deteriorating road surface
- The Board agreed full paving of all sections is not financially feasible this year, but targeted work may proceed depending on estimates.

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- **Culvert Repairs:**

- Culvert near Tom's property identified as a priority due to erosion and inadequate capacity.
  - Work will commence once sufficient rainfall occurs, as grading requires moisture.
  - Underground utility checks (811) are pending or underway.
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## 6. Lien Review – Weaver Properties

- The Board discussed the status of liens filed against Weaver-owned properties for unpaid dues.
  - Legal counsel advised:
    - [REDACTED]
    - [REDACTED]
    - [REDACTED] (*redacted from online minutes*)
  - Renewal is anticipated later this year (target timeframe: August).
  - The cost to renew liens is expected to be modest (similar to initial filing).
  - Carter confirmed renewals are generally straightforward filings.
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## 7. Property Compliance Issues

### [REDACTED] Property

- Ongoing concerns regarding:
  - Removal of road gravel and creek material
  - Private grading impacting road infrastructure

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- Repeated disturbance of a drainage berm
  - Prior actions taken:
    - In-person discussion
    - Written notice
    - Invoice issued (~\$900) for road repair costs
  - Attorney letter will be sent if payment is not received.
  - Board consensus: Costs directly attributable to damage will continue to be charged back to the responsible property owner.
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## 8. Enforcement Process & Community Governance

- The Board discussed challenges related to enforcement of bylaws, impact fees, and property damage.
  - Consensus emerged around:
    - Developing a **clear, community-approved enforcement process**
    - Avoiding ad-hoc or board-only enforcement decisions
    - Presenting enforcement options at the **Annual Meeting** for community input and approval
    - Create consistent procedures for collection of dues, assessments, and other charges owed to the Sylva Vista Road Association, including late fees
  - This approach would:
    - Reduce adversarial interactions
    - Place enforcement authority with the community
    - Shield the Board from being viewed as unilateral decision-makers
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## 9. Bylaws Review and Revision

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- The Board reaffirmed intent to revise SVRA bylaws to align with **North Carolina CP7 standards**.
- Estimated legal cost: \$5,000
- Carter volunteered to:
  - Review existing bylaws
  - Suggest redlines and proposed language changes
- Word-format bylaws (latest version) will be shared with all board members.

**Action Item:**

Ron will locate and distribute the most current Word version of the bylaws to Carter and PDF to Barbara.

Completed.

**Action Item:**

Ron will follow up with legal counsel to clarify statute-of-limitations details under North Carolina law and confirm renewal timing.

Ron – requested Atty to write demand letter to [REDACTED]  
[REDACTED]

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## 10. Community Communication – Facebook Group

- The Board discussed enabling member posting to the SVRA Facebook group.
- Decision:
  - Posting will be temporarily opened to evaluate community engagement
  - If content becomes disruptive or inappropriate, posting privileges may be revoked
- Emphasis on positive, community-focused use.
- **Action Item:**  
Ron completed opening up posting to all members

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## 11. Community Recognition

- Brandon Moore was acknowledged for voluntarily cleaning the mailbox and gate area.
  - The Board supported publicly recognizing volunteer contributions via Facebook.
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## 12. Other Business

- No neighbor complaints regarding road conditions were reported.
  - Road grading and ditch maintenance will proceed once weather conditions allow.
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## 13. Adjournment

The meeting was adjourned at approximately **6:15 PM**.

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## ✓ Next Steps (Summary of Action Items)

- Finalize and post September 25 meeting minutes
  - Up for approval 5-28-2026 will post when approved
- Follow up with attorney on lien renewal timing [REDACTED]
  - Original liens were filed May 29 2024 – renewal next May 2027 for [REDACTED]  
[REDACTED]. Late charges and attorney fees are accruing.
- Obtain paving/patching estimates for identified road sections
  - Drove the roads with Jim from HMC paving and expect estimates in a week or so

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- Distribute bylaws (Word version) for review and redlining
  - Sent to Barbara Olson and Carter Allen
- Prepare enforcement-process discussion topic for the Annual Meeting
  - Asked someone to volunteer for this topic
- Enable Facebook posting on a trial basis
  - Facebook opened up to members, also added Barbara Olson as moderator with the ability to remove any posts we see irrelevant or otherwise unwanted.