

MCEPOA Special Board Meeting Minutes

Date: January 22, 2026

Location: Webber Residence

Attendees:

- Pat Hedrick
 - Mac Woodring
 - Chuck Henderson
 - Steve Webber
 - Ken Bowden
 - Terry Hood
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1. Call to Order

- President Steve Webber called the meeting to order at **11:03 a.m.**
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2. Old Business

- Minutes from the previous two meetings were reviewed.
 - Minutes were approved as presented.
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3. Review of Governing Documents

- The Board reviewed the **Mill Creek Estates Property Owners Association Declaration of Policies and Procedures.**

Motion to accept reviewed document:

- **Moved by:** Mac Woodring
 - **Seconded by:** Chuck Henderson
 - **Outcome:** Motion carried
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4. Community Manager Responsibilities and Communications

The Board discussed issues related to Community Manager **Henry Griffin**, including duties, contract compliance, and recent communications.

Discussion Points

- Concern expressed regarding the Community Manager's compliance with contractual responsibilities.
- Concerns noted about performance of assigned duties.
- Recent communications from the Community Manager were identified as problematic.
- The Board reviewed and revised a draft letter addressing these concerns and in compliance with the Community Manager's contract.

Board Decisions

- The Board agreed to send the revised letter to Community Manager Henry Griffin.
- Purpose of the letter:
 - Request compliance with contractual obligations
 - Address resistance to Board requests

Vote

- A vote was taken to approve sending the revised letter.
- **Result:**
 - All members in agreement
 - No nays expressed
 - No abstentions

Signatures

- Following the vote, all Board members signed the revised letter in person:
 - Steve Webber
 - Ken Bowden
 - Pat Hedrick
 - Chuck Henderson
 - Terry Hood
 - Mac Woodring
- All members witnessed each other's signatures.
- A copy of the letter is attached to these minutes.

5. Adjournment

- **Motion to adjourn:** Made by Pat Hedrick
- **Seconded by:** Mac Woodring
- **Outcome:** Approved
- **Time adjourned:** 1:00 p.m.

Henry C. Griffin
1145 Mill Creek Road
Franklin, NC 28734

January 22, 2026

Dear Mr. Griffin:

References:

1. Amended and Restated Bylaws of Mill Creek Estates Property Owners Association, Inc.
2. Management Agreement by and between Mill Creek Estates Property Owners Association, Inc. and Henry C. Griffin (the Agreement or the contract)
3. Mill Creek Estates Property Owners Association (MCEPOA) Declaration of Policies and Procedures (copy attached)

Per Reference 1, Section 7.02 Notice of Termination, You are hereby notified of the MCEPOA Board of Directors' intent to terminate its Management Agreement with you.

1. Following are "concerns, disputes, supposed deficiencies of service within the terms of this Agreement. If such concerns, disputes, or supposed deficiencies of service are not cured within ten (10) days of receipt of such notice (the Cure Period), the notifying party may terminate this Agreement on written notice at the end of said Cure Period without further financial liability to the other."

A. Concerns, Disputes, and Deficiencies:

- (1). You have been and continue to be resistive to any communication informing you of desired actions on your part (which have been legitimate per the Agreement). You place the blame for disagreements upon others who are acting within the criteria established in the Agreement. Your behavior and disagreement further lean toward unprofessional behavior on your part.
- (2). Early this fiscal year when you were asked to meet with the Board and answer specific questions you were evasive and vague, unable to answer the questions, and became argumentative.
- (3). You have been argumentative when given legitimate direction consistent to the Agreement.
- (4). You have displayed unprofessionalism by statements to members of the Board such as the Board cannot do without your services, that the Board does not understand your value, and you have threatened the Board that you will not continue to perform certain standard activities specified in the Agreement when decisions do not go your way.

(5). You have been uncooperative and failed to enter the approved budget in Quickbooks (the financial management program belonging to MCEPOA and provided to you for use in financial management functions). You have partially updated some sub-categories of expenses but not completely and accurately. Furthermore, you have failed to create a management level report of the approved budget activity in Quickbooks. When asked to do so by the President of the Board you failed to do so. When asked again your response was that you could not do it and for the President to work through the existing reports himself to figure it out.

B. Overall, members of the Board believe that you try to act independently of the Board's authority as the Community Manager. You do not accept that anyone other than you can manage the community. Your behavior has been unprofessional and deficient in accepting duly authorized authority and disrespectful of the Board's authority. In summary, the Board has lost confidence in you and does not feel it in the best interest of the community to rely on you to provide support to the Board as provided in the Agreement.

C. Should you elect not to cure the concerns, disputes, and deficiencies within the ten (10) day Cure Period and provide sufficient proof to the Board to give it the confidence that said cure will be sincere and lasting, the Board will continue with Termination of the Agreement after the ten (10) days have expired, and you will be held to the provisions of Section 7.03 Termination Activities of the Agreement. Furthermore, any decision not to terminate the agreement may be predicated upon a written modification or change of the Agreement signed by both parties in accordance with Section 8.02 Modification & Changes of the Agreement.

D. Direct any further communication with the Board directly to the Board President.

E. The Board unanimously approved this correspondence.

Sincerely,

Steve Webber, President

Mac Woodring, Vice President

Chuck Henderson, Treasurer

Terry Hood, Secretary

Ken Bowden, Director

Pat Hedrick, Director