

# Eligere

etym. *elite* \ā-ˈlēt\ n [From Latin *eligere* meaning “to choose or elect”]

E L I T E M A N A G E M E N T P R O F E S S I O N A L S , I N C .

## IT'S ALL ABOUT LOCATION, LOCATION, LOCATION

Elite Management Professionals, Inc has moved in and is here to stay! Our new office is conveniently located near the 440 Beltline and I-40. We have a beautiful conference room for your Board of Directors meetings. Please stop by to see us and meet the Elite Team. The new office is located at :

**Elite Management Professionals**  
**1401 Sunday Drive, Suite 116**  
**Raleigh, NC 27607**



I M P O R T A N T I N F O R M A T I O N

### Contact Info

**Phone** 919-791-0880  
**Fax** 919-233-5363  
**Emergency Maintenance Number** 919-634-4545

**Office Hours**  
 Monday-Thursday 8:30-5:30  
 Friday 8:30-1:00



### WE ARE OPEN FOR BUSINESS

Elite Management Professionals is pleased to announce the communities that have continued to place their faith in the management professionals of our company and the services we provide! We appreciate your business and the opportunity to continue working with your Board of Directors and homeowners for the betterment of your beautiful communities.

**Carlton Park**  
**Carlton Pointe**  
**Cavanaugh Gardens**  
**Buckhurst West**  
**Dutchess Village**  
**Edwards Mill Townhomes**  
**Landings at North Ridge**  
**Landings at Neuse Crossing**

**Mallard Crossing**  
**Massey Preserve**  
**North Raleigh Meadows**  
**Olde Raleigh Townhomes**  
**Olde Raleigh Villas**  
**Weston Pointe**  
**Woods at Greystone**

### EXTRA! EXTRA! READ ALL ABOUT IT New HOA Laws

**House Bill 806** (effective October 1, 2009): The new laws are meant to ensure that homeowners are provided notification of the HOA assessment prior to filing a lien against their property and that homeowners are aware of liens being filed against them.

**House Bill 1387** (effective December 1, 2009): This is a new law regarding the regulations for the installation of solar panels on property in a HOA. The law does provide that covenants may still require owners to screen solar collectors and provide maintenance to common area where attached.

**House Bill 516** (Has not yet passed) Community Association Managers Licensure– This bill provides that managers of Homeowners Associations will be required to have a state license. This bill will be reviewed further next year and may take affect in a couple years.

## MEET YOUR ELITE PROFESSIONALS

### **Dawn Cothran Hatcher, PCAM, CMCA, AMS President and Senior Community Manager**

Dawn Hatcher established Elite Management Professionals, Inc. after 12 years of developing and growing another local management company. As a PCAM (Professional Community Association Manager) and owner of the company, Dawn oversees all communities the company is managing, also holds the Certified Manager of Community Associations (CMCA) designation from the Community Association Institute and the Association Management Specialist (AMS). She has been in the Association Management industry since 1998, first working for a developer and builder and then becoming a Community Manager, servicing townhome, condominium, and single family communities in the Triangle area.



**Star Smith, CMCA, AMS - Community Manager** Star Smith has been a Community Manager since 1996. Star's experience includes every aspect of association management including financial, maintenance, and governance matters. Her current portfolio includes townhomes, condominiums, single family housing and commercial properties.

**Katie Dominello, CMCA, AMS - Community Manager** Katie Dominello is a portfolio community manager in Raleigh, Durham, Wake Forest and Cary. Katie has experience with onsite management working with a local community of over 1000 homeowners for several years. Katie earned her Bachelor's degree in communication and journalism from Keene State College.

**Karen Bayless, CMCA- New Development Community Manager** Karen Bayless is the specialized community manager dedicated to working with local and national developers throughout the community preconstruction process. She ensures that the transition from developer to homeowners control is seamless. Karen holds her North Carolina real estate license and has over 10 years onsite sales experience with new developments in the area. She also has over 10 years experience as a Property Manager.

**Grayson Jones, CMCA- Assistant Community Manager** Grayson Jones has managed and assisted in the management of numerous associations throughout the triangle. She has five year experience in the industry. She earned an English degree from NC State University in 2004. Grayson assists with community activities and customer service to your homeowners. She is responsible for receiving routine service requests from homeowners, maintains the files for the association corporate records, and is the main contact for Association correspondence including the processing of architectural applications.

**Leigh Jones, Accounting Administrator and Accounts Receivable** Leigh Jones manages the accounts receivables for the Homeowners Associations. She has extensive experience with bookkeeping for the banking industry. Leigh also uses her excellent communication skills to work with homeowners regarding their delinquent accounts.

### UPCOMING CALENDER OF EVENTS

**NOVEMBER 26 & 27, 2009**

Office closed for Thanksgiving Holiday

**DECEMBER 1, 2009**

Holiday Open House @ Elite Management Office

**DECEMBER 24 & 25, 2009**

Office closed for Christmas Holiday

**FEBRUARY 2, 2009**

New Board Member Orientation

### COMING SOON

We are currently working to finalize our company website and the private sites we will be providing the communities we manage. We have selected a company to assist with the construction of the website. We hope to have it up and running within the next week. Please stay tuned for more details! In the meantime feel free to visit [www.elite-mgmt.com](http://www.elite-mgmt.com) for updates.