

Minutes – May 11, 2010

1. Executive Session Agenda –

Meeting called to order at 7:05 PM. Board members Elizabeth Boyle, Andy Foret and Dan Gasink were present.

- A. Outstanding violations/Sweep
- B. Assessment Status
- C. VDOT/Drainage
- D. BMP Maintenance
- E. Management Company
- F. Landscaping
- G. Online Storage

2. General Session –

Meeting called to order at 7:35 PM. Three Board members and three homeowners were present.

- A. Approve March 2010 Meeting Minutes

Minutes were read. A motion to approve was made and passed.

- B. Treasurer's Report

Bank balances were reported as: \$19,852.58 in the checking account; \$9,333.04 in the money market account. There were also approximately \$1,000 in outstanding deposits. The bank balance increases is due to the receipt of annual assessment.

There are still approximately \$1,000 in outstanding assessment from five unpaid homeowners. Dan Gasink will call the five homeowners to give one final opportunity to pay. Without payment, these accounts will be turned over to a collection attorney.

Insurance renewal documents were received. There was an increase in the annual premium on the general liability insurance. The Board is contacting the agent to discuss coverage levels and premiums.

It was recommended the Board investigate the use of a paid bookkeeper to assist with managing the Association's financial records. The 2009 tax return was extended; the Board is seeking bids from accountants to complete and file the return.

- C. Board Report

Discussed common violations of the sweeps – yards, boats and trash cans. The Board is reviewing the sweep results and will issue violation letters. The policies commonly violated will be mentioned in the next newsletter.

VDOT has fixed several areas with sinkholes in the past couple months. The Board has not received an additional information on the repair plan and expects more information following VDOT's budget process, which starts July 1.

The Board has tabled the management company hiring and will investigate using a bookkeeper to assist the Association.

The Board is contacting the landscaping contractor to schedule the BMP maintenance, and to discuss weeding and plantings at the front entrance.

The Board, together with past Board members, will begin loading documents to online storage. The Association is able to use a homeowner's work scanner at a reduced rate to help minimize fees.

- D. New Business

A homeowner asked about the status of the sinkholes and drainage pipes located between lots (beyond the VDOT easement). The Board reported that it has not received any update from our attorney regarding the easement discussion with the County.

Discussed issuing an electronic newsletter in the next couple months.

Meeting was adjourned at 8:10 PM.