

# February 24, 2009 Board Meeting Minutes

1. **Opening Remarks:** Called to order by BJ Barrett at 8:00 PM. **Attendance:** Board Members: BJ Barrett, Mike Larkin, Katrina Thack, Hank Bienkowski and Ed Kokoszka and at the start of the meeting four members of the Rules Committee: Ed & Trish Reid, Mike Mize & Melinda Bienkowski.
2. **Review of Meeting Minutes:** Minutes of the January 27, 2009 Board Meeting were reviewed, amended and approved.
3. **Finance Report:** As of February 24, 2009, the Common Operational Fund balance was \$22,181.20; Townhouse Operational Fund balance was \$8,847.87. The Common Reserve Fund balance was \$23,107.08; Townhouse Reserve Fund balance was \$7,269.57. CDs are held for \$11,669.68, \$11,725.75 and \$11,663.17.

The Board discussed a request from a homeowner for monthly statements. After the discussion the Board decided that upon request monthly statements will be provided to homeowners via email and in order to reduce costs that at some future date all residents should receive their quarterly statements via email where practicable.

Kat Thack reports that the number of dues delinquencies has remained stable. At BJ Barrett's request, Kat will provide an updated status on outstanding dues in the next board meeting.

## 4. Committee Reports:

a. **Architectural:** No report.

b. **Rules:** The Rules Committee presented the Board with a three compilations of rules and regulations: *Townhouse Rules and Regulations*, *Singles Homes and Regulations*, and *Common Grounds Rules and Regulations*. After the presentation, BJ Barrett thanked the Rules Committee for their work in this important project.

### c. Maintenance:

- Ed Kokoszka reported that repair or replacement has begun on the following items:
  - The light fixture in front of the club house.
  - The grounding wire on the pool pump.
  - The light sensor on Hastings Court.
  - The exposed wiring in Hasting Court.
- Ed Kokoszka will get bids to repair the retaining wall on the common ground between 8 and 9 Wyndham Court.
- Kat Thack announced she is stepping down as the cleaner of the clubhouse as of March and has found a replacement Carrie McBride.

d. **Landscape:** Ed Kokoszka reported that

- The trees in front of 24, 25 and 26 Hastings Court have been trimmed back.
- Broken tree limbs from winter ice storms have been removed by the landscaper and selected trees on common ground that had lost limbs due to ice were trimmed as necessary to restore the balance to the trees' structure.
- The Board is pursuing getting updated rates from Dave Love Tree Service.

e. **Website:** No report.

f. **Newsletter:** The next newsletter will advertise for a new gardener.

g. **Social:** The Board passed a motion to fund an Easter Egg Hunt up to \$60.

- h. Pool:** Progressive has not sent out a contract yet.
- i. Welcoming:** No Report. Kat reported that there were two sales in the community last month.
- j. Block Captains:** BJ Barrett will look for a new Block Captain for Wyndham Court.

**5. Old Business:**

- a.** Progressive Pool will evaluate HHA compliance to the Virginia Graeme Baker Pool and Spa Safety Act once the pool covers are off.

**6. New Business:**

- a.** Kat Thack will pursue getting a skid steer with brush that could be used to clean the community's streets of cinders spread over the winter to improve traction.

**7. Upcoming Events:**

- March General Meeting on March 24, 2009.
- Easter Egg Hunt on Saturday, April 4, 2009.
- Spring Cleanup day Saturday April 25, 2009 with a rain date Saturday, May 2, 2009.

**8. Adjournment:** Meeting concluded at 9:00 PM.