



Board Meeting March 11, 2017: Debra Steimers home. 4PM

Present:

Bobby Glass, Nancy McDonnell, Regis Rulifson, Debra Steimers, Drew Goodman and David Lilley

Minutes Approval: Phone meeting 1/18/ 2017 Motion-Drew 2nd-Regis Approved

Treasurer Report: Motion-Bobby 2nd-Nancy Approved

Debra provided Printout of expenditures and balances from 2016.  
(Income-\$28,605 Expenses-\$17,620 Net Income \$10,984)

Current Balances: Homeowners Account Balance-\$44,484. Boat Slip Account Balance-\$6,154.

- We are waiting for several owners dues to be paid. Nancy will email reminders noting the \$25 late charge and 1% monthly late fee. Any accounts that are severely past due will be sent notification of penalty and legal procedures to be applied. To date we have one owner with severe delinquency.
- Debra will be paying the \$250 fee to the Va. Dept. of Transportation-due in June
- Debra has submitted the IRS Non Profit form 1120-H for 2017

### **Old Business:**

State Corporation Commission Reinstatement - Bobby completed

### **New Business:**

Reserve Study and Reserve Accounts- The board will do a study showing the twenty year replacement and maintenance cost for structures under their responsibility. These items consist of the common dock, parking area, dock pathway and front landscape area, including fence. Reserve accounts will be set up to assure that monies to cover the long range cost of these structures are protected. This procedure will be organized at future meetings.

Parking Area Expansion and Pathway Improvement - Board approved the motion (Nancy) and 2nd (Debra) to accept the bid from Keith King to complete these projects. Drew will handle the contract,

making sure the specs include concrete culvert pipes, designated clearing areas, design of pathway enhancements and cost to stay near the \$10,000 quote.

Entrance Landscaping - David will contact our current mower, Sam Mosley, to get a bid from his landscape company to refresh the landscaping in our entrance area. This will include planting about five - seven low growing white crepe myrtle bushes on the right (as entering) inside the wall area, transalpine barberry bushes to left side of entrance, trim up the large evergreens that are overpowering the fence on the left (as entering), and creating a border edge and mulching the entire area so that the area appears like a designed bed.

Web Site - We will be designing a web site for our community. This will give us a place to communicate important information, as well as advertise our neighborhood for those who are selling property. Regis has contacted 'Word Press' and received a quote of \$300 to set up the web page and \$400 yearly to maintain the site. Bobby will call Henrietta, from the development company, to transfer the 'Peete River Farm' domain to our association.

By Laws - Regis and Debra have written our By Laws formed off of a model for HOAs and recorded by Warren Mathews, attorney. The By Laws will be adjusted with the Articles of Incorporation which Regis has requested and paid \$1.50 fee (March 2017) to receive from the proper authority in Virginia. Regis reviewed the By Laws with the board members and they were motioned (Nancy), 2nd (Drew) and approved by board. The documents will be sent by email to all homeowners for review and a proxy letter for approval will be sent to each homeowner along with the announcement of our annual meeting on April 30th. (Nancy to mail letters end of March) Regis will provide Nancy with a 'Proxy' form letter to suit our needs and will email her a digital copy of By Laws to be emailed to owners.

#### Architectural Review Committee

Lot 5 - constructing driveway pillars (ARC)

Lot 14 - moving driveway sign away from mowing area (Bobby)

Lot 6 - Under construction Greg and Kathy Reynold

Lot 45 - Under construction Regis and Julie Rulifson

#### Future Quarterly Board Meetings:

To be held the first or second Sunday afternoon in the months of June, September, December, March. In 2017 meetings are to be at 3PM on Sunday June 4, September 10, and December 3.

The annual meeting will be the last Sunday afternoon of April. (April 30, 2017)

Meeting Adjourned at 6:10PM  
Nancy McDonnell, Secretary

.

