



Sunday, June 8, 2019

Regis Rulifson , President, called meeting to order at 3PM

Present were Drew Goodwin, VP Paul Hendrix, Treasurer Nancy McDonnell, Secretary and Directors: Bobby Glass, Mike Sullivan and Brian Conley Not present - Eric Smith

Regis reviewed the behavioral and character responsibilities of board members: **Care to serve the members, Loyalty to the interest of the group and not self in all decisions, and Act within the scope of the covenants and guidelines of the community.**

Secretary Report: Minutes were previously reviewed by members and approved at meeting

Treasurer Report:

- Four owners delinquent with 2019 dues. One owner, lot #48 is delinquent several years and has a lien on their property. The lien process only records unpaid dues for one year, and will be updated when the property is ready to be transferred to new owners. Bobby will contact attorney's office to remind them to bill us. The others (lot #1,#3 and #10) received late notifications by mail in March. Regis will send them a 2nd notice and a third notice, if necessary, will be sent by our lawyer. If necessary, liens will be put on the properties. As a result of these delinquent owners we are short \$1600 in the 2019 income budget .
- Balances - General Fund \$27, 896.89 Boat Dock Fund \$2,690.17
- Regis shared that we need a Budget for this fiscal year to be in compliance with the DPOR regulations for POAs which needs to be posted on our website. Committee was formed to meet the treasury needs. Paul will head the committee with Nancy and Brian assisting. They will create a reserve accounts to manage future repair and maintenance of structures in the community (common dock, entrance structures, common parking areas). Nancy submitted to the board the preliminary components for a budget that outlines our fixed expenses and variable expenses (projects) from the last two years and projected in 2019. The committee will formulate a budget using this data.

Architectural Report:

- Trailer removal update - Lot #7 is only resident that needs to remove a trailer from their property. Nancy will call to gain understanding from the owner. ***Follow up** - the owner simply forgot and will move their trailer to the common parking area in the next month.
- Tree Removal on lot #1 and #3 - Regis will send a letter to the owner reviewing tree removal and replanting guidelines.
- Regis read the updated Guidelines being proposed to augment the existing Guidelines which are not consistent in reflecting the changes in our Covenants and recent changes adopted by our Board. He asked all members to review the pertinent changes, make recommendations for and provide feedback by email so they could be fully approved and adopted by our next Board meeting. The changes under discussion consist of the following: 1) Driveways can be covered with gravel (must be weed free), hardtop or concrete. Decorative accents are optional. 2) Solid screening requirements for new homes changed. Consensus was agreed that new homes must have landscape plans with screening plans submitted to Arch Committee. The Committee members could decide if additional screening would be needed or if natural buffers were sufficient. 3) Driveway Culverts require stone, pavers, or rock, but may be left with grass if kept trim, but not builders' grade gravel. Decorative options not necessarily needed. 4) Mailboxes are no longer permitted since we now have Community Box Units. Existing mailboxes are grandfathered. Address markers are permitted 5) Boathouses - colors should match the colors of house. Metal roofing okay. Eave overhang minimum is 18 inches. No satellite dishes. Support beams should be 5"x7" minimum, and no pressure treated deck boards.
- Boathouses on Lots 44 and 50 are in disrepair. Letters will be sent to owners with requirements for compliance.

Landscape Report:

Removal of the buildings on lot 18 that joins our entrance is completed and the decorative stone wall is finished. Nancy will get bids for repair / maintenance of the split rail fence, more plantings in entrance area and possibly another pillar. Additional landscape pending is the bank re-grading and re-seeding along the Peete Farm Road on the south side and along Roanoke Bend. Mr. Mosley asked if he could submit his bid for the work. She will submit these bids for discussion via email as these projects will need to be scheduled to be started in September, so as to optimize the best time of year for planting.

Present Committees and Members:

Architectural - Drew Goodwin, Chairman Members- Kathy Reynolds, April Hendrix, Regis Rulifson

Landscape - Nancy McDonnell, Chairman Members - Kathy Reynolds, Cameron Russell, Bobby G

Social - Marion Glass, Julie Rulifson, April Hendrix, Sue Goodwin

Finance - Paul Hendrix, Chairman Members Brian Conley and Nancy McDonnell

Website - Regis Rulifson and Mike Sullivan

Neighborhood Watch - Regis Rulifson and Mike Sullivan

New Business:

- Unwarranted traffic in neighborhood was noted by Paul. After discussion about security cameras and other methods, we agreed to organize a neighborhood watch to address our security .
- We will be joining the DPOR Community Association. This will give us support and valuable information for our POA and dues will be \$48 year. Regis reviewed the Community Association requirements and application. Regis will submit the forms. The form requires names and addresses of all current Board of Directors and Officers. Regis shared the current application with the Board for review before submitting to the Commonwealth for filing.
- Regis provided Bobby with a copy of the Board of Directors and Officers names and addresses so he can update the same with the Virginia State Corporation Commission that requires us to keep current with information about our corporate status (we are listed as Peete River Farm Property Owners Association, Inc.) and the Registered Agent name and address (Bobby). Information is available at SCC.gov/Virginia. Our SCC ID is 06542468.
- Bobby asked about our current policy for realtors' signage on Lots for sale in our POA. Other communities use special posts with numbers to signify various realtors to contact to learn information about Lots for sale. Board will consider options and follow up with ideas and feedback. Meanwhile, Regis will contact Mosby Woods Realtors to ask that they move their signs back out of the way for our mowing so additional expense isn't created to clear around each sign.
- Greg volunteered to draft a POA Complaint Form to be added to our website for the POA Packet of Information as required under the DPOR. Suggested he find a template to copy the format and add the PRF logo and contact information.
- Bobby to follow up with Dave Lilley about our Directors and Officers Liability Insurance policy and the policy covering the community dock. We will review it and determine if we need to have new bids submitted for our coverage.
- Community Social was a success and suggestion was made to have two socials per year .

Meeting adjourned at 4:50PM

