

Minutes
Board of Director's Meeting
August 15, 2015

Members in Attendance: Clark Ackerman 16, John Lundberg 17, Tracy Usry 18, Michele Robinson 17, Dick Asbell 16, Mark Bostjanick 18. Others: Bruce Frady ACC 16, Jim Hanson, Dave Fedorchak, Jim Buckley, Elizabeth Buckley, Mike Higley, Keisha Higley, Hunter Higley, Rick Orr, Dale Breer, Sharon Poole, Gary Poole and Toni Ackerman.

Review of Minutes:

June 13, 2015: →A *motion* to accept the June 13, 2015 minutes of the BOD was made by Dick Asbell, 2nd by Clark Ackerman, motion did not pass and was tabled.

A discussion followed about Lot 2 perceived ACC intimidation. It was agreed to change the minutes as follows: Lot 2 has contacted Jim Hanson by telephone and reported being intimidated by an ACC member who came to discuss installation of a pool and other issues in the neighborhood. Jim Hanson reported this to the BOD.

→A *motion* to accept the amended June 13, 2015 minutes of the BOD was made by Tracy Usry, 2nd by Michele Robinson, and passed unanimously.

August 8, 2015 Special Session: →A *motion* to accept the August 8 Special Session minutes of the BOD was made by Dick Asbell, 2nd by Mark Bostjanick did not pass and was tabled.

A discussion followed about the procedure of calling a special and executive session. It was not a meeting for decisions.

→A *motion* was made to strike the words Special Session to be replaced with the words Regular Session/Executive Session on the heading of the August 8, 2014 minutes was made by Tracy Usry, 2nd by Mark Bostjanick and passed unanimously.

→A *motion* to accept the August 8, 2015 minutes of the August 8 Regular Session/Executive Session as amended was made by Dick Asbell, 2nd by Tracy Usry and passed unanimously.

Old Business: The following motions were made to complete action on previous decisions by the BOD:

1. →A *motion* to implement the BOD plan for current easements to include 1) \$3500 to pay for a legal opinion on the usage of the Crooked Creek and Recreational easements, 2) \$4450 to pay a surveyor to establish the boundary of these easements, 3) those reasonable costs to procure and install posts and markers to define the easements, the RPA and wetlands, as appropriate, and 4) establish a reasonable use for these easements for the HOA was made by Dick Asbell, 2nd by Tracy Usry and passed unanimously
2. →A *motion* to continue to keep the Recreational Easement gate locked until the plan for the reasonable use of that easement can be determined by the HOA was made by Dick Asbell, 2nd by Clark Ackerman.

A discussion followed.

--Tracy wants to unlock the gate.

--Mark suggests a combination lock.

--Easement is not yet determined.

--Jim Buckley asks if dock committee is still standing.

--Tracy wants to establish interim rules.

--Dick summarized the issue of reasons and rationale about locking the gate (which was presented at HOA meetings and Annual meeting).

--Clark suggests not opening gate until the survey is complete.

--Tracy suggests using a different surveyor.

--John talked to Dave Deputy about the dock easement. He states that he will be out the week of August 16. It is suggested to give him a deadline for completion.

--Discussion about trespassing.

A vote was taken resulting in a tie vote of 3 yea and 3 nay, but the motion was not tabled.

After further discussion, a second vote was taken and the motion was passed with 4 yea and 2 nay,

3. →A **motion** to renew the HOA Insurance Policy as modified by the Executive Session on August 8, 2015 was made by Dick Asbell, 2nd by Tracy Usry and passed unanimously.
4. →A **motion** to repair the roadways at the cul-de-sac defined by the intersection of Harry Berry and Whispering Ln and the deteriorated sections of Wineberry Ln and Crooked Creek Ln at a cost of \$3300 was made by Dick Asbell, 2nd by Michele Robinson and passed unanimously.

Financial Report: (Dick Asbell) The financial report was presented and discussed. The pier has been repaired. There has been ongoing road repair. It was noted that there is a projected margin to 2018 of \$10K.

Road Committee Report: (Jim Hanson)

- Road repair and patching continues
- A suggestion of "SLOW DOWN" signs be place on Monte Vista. Speed is a problem.
- A road company recommends putting sand (80 – 90 lbs for the job) on intersections to help preserve surface.
→A **motion** was made to purchase up to \$100 of sand to place on intersections by Dick Asbell, 2nd by Tracy Usry and passed unanimously.
- It was suggested that a petroleum additive (about \$2.39/gal; suggests 20 gal) on top of road patches would help maintain the patch.
→A **motion** to purchase a petroleum distillate up to \$100 to be placed on the surface of road patches to help prevent degradation was made by Dick Asbell, 2nd by Michele Robinson and passed unanimously.
- Jim Buckley reports that the gully on Crooked Creek Ln is degrading. He suggests a work party to help clean out the area. A discussion followed.
- Many road signs are in need replacement.
→A **motion** to establish a committee chaired by the road committee chairman to determine cost and replacement of the most severely damaged stop signs and posts was made by Dick Asbell, 2nd by Clark Ackerman and passed unanimously. Tracy Usry will help Jim Hanson.
- There was discussion of Roadway Spray project. HOA residents will be notified about spraying. Those who do not want to participate must stake their property NOT to be sprayed then they must spray themselves. It requires 2 – 3 sprays beginning in the early Spring.
→A **motion** to distribute Roadway Spray notification and to commence spraying operations upon expiration of the response window within the Roadway Spray notification was made by Dick Asbell, 2nd by Michele Robinson and passed unanimously.
- Jim Buckley suggests that riprap by placed on the curve on Piney Green about 40 yards off of Rt 206 to help prevent cars from running off the road and causing further damage.
→A **motion** to allow Jim Buckley to purchase riprap at a cost up to \$100 to use to repair portions of the edge of Piney Green was made by Michele Robinson, 2nd by Tracy Usry and passed unanimously.

Common Area: (Jim Hanson)

- Dock repair is complete. A discussion followed.
- Witness posts have been placed on the Crooked Creek Trail easement. A discussion followed.
- Tracy's report on the Crooked Creek Easement is delayed until the next meeting. There was a discussion about hiring a new surveyor. A motion to hire a consultant to delineate the wetlands and RPA on Crooked Creek easement will be delayed until Tracy's report is complete.
- It was suggested to expand the committee members for easements. Volunteers: Crooked Creek Committee: Gary Pool, Jim Buckley, Mike Higley, Elizabeth Buckley, Kiesha Ann Higley. Recreational Easement: Dave Fedorchak, Elizabeth Buckley, Patty Shippee, Rick Orr. They are tasked with drawing up comprehensive plans and costs, all of which must be presented to the board for approval.
→A **motion** to add these volunteers to these committees was made by Dick Asbell, 2nd by Mark Bostjanick and passed unanimously.

ACC: (Michele Robinson) In regards to the complaint from Lot 2 towards the ACC, John Lundberg will talk to them to see if the pool is complete. Lot 106A wants to install a clothes line. Michele will research this and report at the next BOD meeting.

Covenants and By Laws: Tracy Usry has placed his email address on the website for people to contact him to request special signs on their properties.

- The position of a board director left open by Harry Meese's resignation needs to be filled for the remainder of his term which expires 2016. A motion to select a temporary member to fill the vacancy caused by Harry Meese's resignations was made by Dick Asbell, 2nd by Tracy Usry and passed unanimously. Nominees: Dale Breer, Lot 13, was present and explained

why he was interested on being a member of the BOD. Matt Dulin, Lot 82, was not present. A secret ballot was collected: Dale Breer received 5 votes; Matt Dulin received 1 vote. Dale Breer is the newly elected member of the BOD, effective Immediately. This term expires in 2016 at the next regular election.

Website: (Dave Fedorchak) Dave is still working on the new site and reports that it will be completed soon.

A discussion about additions to the website and procedure to publish new items followed. The BOD will review and approve any new items. Dave will provide a comprehensive list of suggestions for the website additions at the next meeting.

Special Session

- It was decided by the board that email submission of names on a petition are valid by Virginia state law. There was a random check of names on the list by the BOD and all but one were found to be valid. It was found that there were sufficient names to fulfill requirements for a request for a special meeting to be held. A short discussion followed.
→A ***motion*** to set meeting entry criteria for Special Meeting of the HOA membership to discuss and vote upon a reasonable plan of access to the Recreational Easement was made by John Lundberg, 2nd by Michele Robinson and passed by a vote of 4 yea, 2 nay.
- Participation of adjacent lot owners is encouraged. No special agreements have been made with any lot owner.
- Allow all lot owners a chance to voice opinions.
- Allow for passage/acceptance of draft rules/regulations.
- A draft devised for this meeting with feedback before meeting takes place.

There was some further discussion. This meeting will be held on September 26, 2015 at the King George Citizens Center. Two weeks written notice is required to all lot owners by US mail. **[NOTE: THE LOCATIONS OF THE MEETING WAS MOVED TO THE CAFETERIA AT KING GEORGE MIDDLE SCHOOL. THIS CHANGE OCCURRED A COUPLE WEEKS AFTER THIS BOD MEETING]**

New Business:

- A Special Meeting mailing will occur to include purpose of meeting, meeting agenda and proxy forms.
- Tracy Usry suggests that further discussion of easements/common property for signage and landscaping at each entrance to The Meadows be further reviewed and discussed at a future BOD meeting. He has provided copies of his research for review to the BOD.
- Tracy Usry provided to the BOD a document outlining what a resolution is, what the requirements under Virginia law for HOAs' to purpose resolutions are and a suggested way to do that. He provided a two page document for review. This will be reviewed and discussed by the board at a future meeting.
- There have been questions as to the content of BOD minutes, both in accuracy and detail of information. Tracy suggests that all meetings be recorded by electronic means and then utilization of a software system that allows for the recording to be printed out and provided for review.
- Tracy Usry suggests that there is a need for a guideline of written procedures as to the content of the website, how information is posted to the website, the approval process if required for posting to the website and who provided that approval,
- Tracy Usry volunteers to head the nominating committee for elections of new members of the BOD and various committees. He suggests that this committee be comprised of one BOD member not running for re-election as well as two members of the HOA. Nominees made by this committee will be developed and presented to the BOD for approval.

A ***motion*** to adjourn was made by Tracy Usry, 2nd by Dick Asbell and passed unanimously.

Respectfully Submitted,
Toni Ackerman
Secretary