



**Regular Scheduled Meeting of the Board of Directors, 5 Feb 2022
King George Smoot Library, 10:00 am**

Board members in attendance: Vic Balasi, President; **Dick** Asbell, Vice President;; Jim Hanson; Johnnie Moore; Dale Breer; Billy Hales

Board members/officers not present: Brian Riley

Association members in attendance: Frank D'Angelo (acting Secretary), Andy Bunch (Treasurer)

1. **Call to order:** The President, Vic Balasi, called the meeting to order at 10:11 am.
2. **Opening /Public comments:** Johnnie Moore, speaking from a Lot Owner position, wanted to acknowledge the Board's efforts and stressed the continued concentration on ensuring the home values in the Meadows are protected; specifically by maintaining the roads to the standards, as well as keeping the large common areas (Panorama Trail, Dock area and entrances) well maintained. Johnnie indicated he thought the roads should be the #1 priority for the BOD.
3. **Motion:** Jim Hanson made a motion to approve the minutes from the 8 Jan BOD meeting, with the corrections and recommendations made by Dick Asbell. Billy Hales seconded the motion. Motion unanimously passed by BOD vote.

4. Officer Reports

a. **Treasurer's report/Andy Bunch -**

i. **Status of 2021 and 2022 dues:**

- 1) 127 Lots have been invoiced for 2022 dues @ \$600.00 per lot. 45 Lots have paid as of 2 Feb, 2022
- 2) One homeowner has past dues from prior years of \$405.17. No liens have been filed on this property.
- 3) One homeowner (Lot 60) has 2021 dues in arrears for \$600.00. Multiple written efforts have been made to contact the homeowner and request prompt payment, with no response. A lien has been filed on the property.
- 4) The lien on Lot 37 has been released
- 5) **Status of Darbie and Sons collection effort-** Outstanding amount owed is \$5885.00. No payments have been received since October, 2021. Last correspondence indicated another payment on or about 7 Feb was expected.
- 6) **Newly appointed Treasurer-** Andy transferred the data and records from Dave Cullin into the Treasurer's report in a new, more comprehensive and professional format. This format is considered to be more detailed, easier to read presentation, using expert standards of practice. Future reports will be compiled in a 2-page format, and will provide additional transparency including bank statements.



- 7) **Treasures Audit-** Andy indicated that his performing an audit on the accounts he is now managing would present some ethical concerns, and recommended if the BOD desired an audit, a third party effort would be advised.
- 8) **Audit discussion-** Andy also reminded the board, due to the simple structure of our HOA, recent financial scrutiny and updates as well as and improved financial controls being implemented, an annual audit may be unnecessary. His monthly reviews will provide the recommended level of oversight for the type of accounting and financial transactions the BOD will encounter.

b. Roads Committee/ Jim Hanson

- i. **Paving Contractors meeting** – The owner of Paving Contractors met with the Roads committee on Jan. 26, 2022, to review and address the quality of the work performed on the roads. The owner offered to have his company return in the summer 2022 to accomplish work to an acceptable level to the BOD. This work will be done at no additional cost to the HOA. The owner offered to sign any statement that the Board sends him to formalize his offer. Vic Balasi provided all Board members with a copy of his draft Memorandum of Agreement and cover letter to be sent to Paving Contractors.

Motion- Johnnie Moore made a motion to send the letter to Paving Contractors. Jim Hanson seconded the motion. BOD voted unanimously, motion passed.

- ii. It was suggested that a brief explanation be provided to the membership at the Annual Meeting regarding why it is not financially feasible to asphalt all 13+ miles of the community roads.
- iii. **Culvert C-16 and unfinished shoulder work-**During the C-16 Culvert replacement (corner of Edwards and Panorama at the stop sign) the contractor did not properly re-install the stop sign or put down stone and rip rap to stabilize the shoulder areas about both ends of the culvert. The President advised that work has been completed by the Board to stabilize the ends of the culvert with crush & run from the dock parking area and rip rap was purchased and laid down. .
- iv. **Installation of caution signs on Monte Vista and Bogart Landing-** Jim Hanson and Vic Balasi plan to install the new caution signs on Monte Vista at the curve near Bogart Landing in the near future.
- v. **Deep Cove Landing condition-** A large section (~100ft) of Deep Cove Landing is breaking up as it approaches the stop sign where it intersects with Edwards Drive. Jim Hanson will research potential contractors for repair recommendations and quotes.

c. ACC Report / Brian Riley

- i. Lot 116 had applied for a Pole Barn to be built. ACC has not received a copy of the permit, but has granted provisional approval. However, at this time the lot owner has put the project on hold.
- ii. Additional electronic records have been received from the previous chairman; however they only include limited e-mail communications.



d. Common Area Maintenance / Frank D'Angelo

- i. Crush and Run delivery – 11 tons were delivered to the Panorama Trail and the Dock area parking lot to be used for roadside and Panorama trail erosion control.
- ii. Common Area Committee to plan for entrance sign and plantings, volunteers sign-up sheet to be available during the Annual Meeting
- iii. Proposed Spring Clean Up – given the significant effort completed during the fall clean-up of 2021 and 2022, and the continued effort after our 2022 storm clean-up, the typical “Spring Cleanup” may not be necessary, however a CAM project may replace the Spring Clean-up effort. TBD.

5. Board Standing Business Items

- a) Covenants / By-Laws Issues – the Bylaws and the amendment to revise Article II, Sect. 5. Proxies of the Bylaws have been recorded at the Clerk of the Circuit Court Office in King George
- b) Legal Actions – Lien on Lot 37 released, Lien on Lot 60 filed at the King George Circuit Court.
- c) Homeowner communication – Notice of Annual Meeting sent to HOA on Feb. 10, 2022.
- d) Webmaster –Possible “hack” as a few BOD members received emails with a potential virus. BOD will look into updated internal protections, and or other website hosting companies.

6. Unfinished Business

- a. **Review proposed policy for Common Are and Roads committee.** A draft policy for The Meadows at Dahlgren Common Area Maintenance Committee and Road Committee Duties was distributed at the 11/27/21 BOD Meeting and 1/8/22 Meeting. Recommended changes by Dick Asbell were presented to the BOD and discussed. The revised version was approved unanimously by the Board and accepted as policy.
- b. **Location for Annual HOA meeting** – The Annual Meeting will be held at the King George Citizens Center. The cost for using the Middle School Facilities was \$720; the Citizens Center is only \$240. The size of the Citizens Center accommodates the potential for a large lot owner turnout, while providing reasonable conditions for social distancing.
- c. **BOD/HOA documentation.** The President continues in his efforts to develop additional documentation for officer duties and responsibilities and how the Board conducts business.
- d. **Review/ discussion on current snow plowing policy** – the BOD discussed the facts and outcomes of the recent snow storm and relevant information. At this time, no Board members indicated that they would be introducing a change to the policy at the Annual Meeting.
- e. **Darbie and Sons outstanding collection strategy** –

Motion- Johnnie Moore made a motion to continue collection efforts through personal communications between Jim Hanson and Darbie and Sons. Collection efforts over time have been reasonable, and the BOD doesn't feel, at this time, legal actions would be cost effective.



Small claims court is always an option, but is not recommended at this time. Darbie made 3 payments totaling \$5500 since the 2021 Annual Meeting, reducing the amount owed by over 50%. Dick Asbell seconded the motion, BOD voted unanimously to approve the motion.

7. New Business

- a) The Annual Meeting presentation will be draft for review by the BOD, during the week of 14-18 February. Goal is to have the final version posted to the website by Feb. 19. The Annual Meeting is scheduled for 26 February at the King George Citizens Center starting at 10:00 a.m. The main hall of the Citizens Center is large enough to provide social distancing for member seating.
- b) BOD to review election processes and guidelines and be prepared to hold elections during the Annual Meeting with clarity and expediency.

8. Next Board Meeting site/Date

The next meeting of the Meadows Board TBD by next BOD, post-Annual elections.

9. Adjournment

Motion: Jim Hanson made a motion to adjourn the meeting, Billy Hale seconded. Approved unanimously by the Board.