

THE GROVE AT HUNTLEY MEADOWS
HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
October 18, 2018

BOARD MEMBERS PRESENT

Jim Preston - President
Scott Dominick – Vice-President
Scott Kieffer – Secretary
Carlton Battle – Treasurer
Kenyatta Williams – Member-at-Large

BOARD MEMBERS ABSENT

None

MANAGEMENT PRESENT

Victoria Garner – Vice President, Cardinal Management Group, Inc.

HOMEOWNERS PRESENT

S.E. Copeland – 7535 Lindberg Dr
Michael Hynes – 7523 Lindberg Dr
Mohammed Islam – 7573 Great Swan Ct
Paul Kennedy – 7531 Great Swan Ct
Lance LaRue – 7587 Lindberg Dr
David Petrie – 7552 Great Swan Ct (Architectural Committee Chair)
Neil Pinto – 7568 Great Swan Ct
Clancy Preston – 7598 Lindberg Dr (Neighborhood Watch Committee Chair)
Heidi Rothschild – 7636 Audubon Meadow Way (Pool Committee Chair)
Sherry Shi Sheng – 7595 Lindberg Dr

CALL TO ORDER/VERIFICATION OF QUORUM

Board President Jim Preston called the meeting to order at 7:03 p.m., noting the presence of a quorum.

Approval/Modification of Agenda: No modifications made.

MEMBERS OPEN FORUM

Paul Kennedy and other member of the forum discussed recent issues with garbage services in the neighborhood. Specifically, American Disposal Services (ADS) have been sloppy during pick-ups over the past several weeks, letting trash fall out of bins and trucks, missing pick-up at some houses, and mixing recyclables with garbage. Management advised any residents who see issues should call ADS or Management immediately. It was also noted some residents are not properly bagging their garbage when putting it out for pick-up.

BOARD OF DIRECTORS REPORTS

President – None.

Vice President – None.

Treasurer – None.

Secretary – Electronic votes: The Board completed two votes via email since the last Board meeting:

9/27/18 – Upon motion by Jim Preston and seconded by Scott Dominick, the Board voted by email to approve the Fall turf renovation services proposal. The motion carried unanimously.

10/8/2018 – Upon motion by Scott Dominick and seconded by Jim Preston, the Board voted by email to approve the Minutes from the August 23, 2018 Board of Directors Meeting. The motion carried unanimously.

COMMITTEE REPORTS

Communications – A recommendation was made to consider sending quarterly newsletters out via email instead of via mail in order to save printing and mailing costs.

Website – The most recent HOA Board meeting minutes will be posted to the website.

Covenants – Need to assess the continued utility of Smartwebs to document/track covenant violations.

Architectural – The Architectural Committee Chair noted there appears to be several houses in the community that have non-conforming paint colors on doors. The Architectural Committee Chair and Covenants Committee Chair will conduct a survey to determine a way forward.

Clean-up – The Board is still looking for volunteers to head the Clean-up Committee.

Social – The Board is looking for volunteers to head the Social Committee in 2019.

Neighborhood Watch – Committee chair noted an increase of vehicle break-ins in the surrounding neighborhoods.

Pool – Management received three proposals for pool management in 2019 (see Management Report below). Furniture will be moved into the pool house at the end of October.

MANAGEMENT REPORT

Financials –

- Management noted a CD scheduled to mature November 20, 2018, and recommended it be reinvested within the ladder. Management also recommended \$25,000 be invested in the CD ladder from the money market account.

Upon motion by Scott Dominick and seconded by Jim Preston, the Board voted to reinvest the expiring CD. The motion carried unanimously.

Upon motion by Scott Kieffer and seconded by Jim Preston, the Board voted to invest \$25,000 from the money market account into the CD ladder. The motion carried unanimously.

- Management recommended the Board approve the deferred assessment recommendation from the auditor.

Upon motion by Scott Kieffer and seconded by Carlton Battle, the Board voted to approve the deferred assessment. The motion carried unanimously.

- Management submitted a draft 2019 budget to the Board. The Board made several recommendations to adjust the budget, and Management will submit a revised budget for approval via email.

Rentals – Management noted the Association’s current rental percentage is 21%.

Annual Meeting – The Annual Board meeting will be held December 6, 2018 at Mt. Vernon Government Center

Grounds & Maintenance –

- There are no open work orders.
- The grounds are in good overall condition. Approved fall landscape enhancements and turf renovations have been completed.
- Approved mosquito treatments were completed.

Pool –

- Three proposals were received for 2019 Pool Management.

Upon motion by Scott Dominick and seconded by Carlton Battle, the Board voted to accept High Sierra Pools’ proposal for a one year term. The motion carried unanimously.

- Two proposals were received for white coating the main and wading pools.

Upon motion by Jim Preston and seconded by Scott Dominick, the Board voted to accept Continental’s proposal (option 2) for white coating the main and wading pools. The motion carried unanimously.

Pavement – Three proposals were received for road maintenance (i.e., patching, crack filling, seal coating, and striping) called for by the Reserve Study.

Upon motion by Jim Preston and seconded by Scott Dominick, the Board voted to accept the road maintenance proposal by Dominion Paving. The motion carried unanimously.

Concrete – Two proposals were received for concrete repairs throughout the neighborhood.

Upon motion by Jim Preston and seconded by Carlton Battle, the Board voted to accept the concrete repairs proposal by Dominion Paving. The motion carried unanimously.

Trees – Bartlett Tree Experts submitted a proposal to thin the canopy of trees behind White Heron as a *possible* solution to water pooling. Based on the proposal cost, the Board recommended tabling this until next spring.

UNFINISHED BUSINESS/NEW BUSINESS

None.

EXECUTIVE SESSION

Upon motion made by Scott Kieffer and seconded by Scott Dominick, the Board voted to enter Executive Session at 9:09 p.m. to discuss ARC applications, open ARC violations, and delinquent accounts. The motion carried unanimously.

Upon motion made Jim Preston and seconded by Scott Dominick, the Board voted to exit Executive Session at 9:18 p.m. The motion carried unanimously.

Upon motion made by Scott Kieffer and seconded by Carlton Battle, the Board voted to approve all decisions made in Executive Session. The motion carried unanimously.

Hearings:

- The Board resolved ten resident issues/requests during hearings.

ARC Applications:

- 7509 Lindberg Dr: Fence – Approved.

Violations

- A \$10/day fine will be assessed for those with continuing open items from the Annual Inspection.

ADJOURNMENT

Upon motion made by Jim Preston and seconded by Scott Dominick, the Board voted to adjourn the meeting at 9:22 p.m. The motion carried.

The next Board of Directors meeting will be the Annual Meeting on Thursday, December 6, 2018, at 7pm.

Respectfully submitted by Scott Kieffer