

THE GROVE AT HUNTLEY MEADOWS
HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
February 21, 2019

DRAFT

BOARD MEMBERS PRESENT

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.
Cynthia du Buse – Portfolio Manager, Cardinal Management Group, Inc.

HOMEOWNERS PRESENT

Clancy Preston – 7589 Lindberg Dr
Jim Preston – 7598 Lindberg Dr
Ann Suthar – 7579 Great Swan Court

CALL TO ORDER/VERIFICATION OF QUORUM

Board Vice President Scott Dominick called the meeting to order at 7:00 p.m., noting the presence of a quorum.

Approval/Modification of Agenda: No modifications made.

Of note, Jim Preston resigned from his duties as President of the Board. The current Board thanks Jim for his many years of service to the Grove at Huntley Meadows.

Upon motion by Scott Dominick and seconded by Carlton Battle, the Board voted unanimously to elect the following officers for the Board:

President – Scott Dominick
Vice President – Carlton Battle
Treasurer – Scott Kieffer
Secretary – Kenyatta Williams
Member-at-Large – Matt Buchanan (new Board member)

MEMBERS OPEN FORUM

Nothing discussed during community forum.

BOARD OF DIRECTORS REPORTS

President – None.

Vice President – None.

Treasurer – None.

Secretary – No electronic votes during this period.

COMMITTEE REPORTS

Communications – None.

Website – The Board discussed the need to ensure all minutes are updated on the website.

Covenants – The Board discussed the need for Management to send a close-out letter to residents when violations are resolved, if they previously receive a hearing letter.

Architectural – None.

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

Landscape – None.

Social – Chris Kline has graciously volunteered to be the Social Committee Chair. The Board requested the Social Committee present and annual budget at the next Board meeting.

Neighborhood Watch – None.

Pool – None.

MANAGEMENT REPORT

Financials – Management noted the 2018 unaudited year end financials reflected a loss of \$3,627, primarily due to overages in landscape maintenance and pool house repairs.

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

Pool Rules – The Board reviewed the current pool rules and had no changes for 2019.

Grounds & Maintenance –

- Landcare has started their spring clean-up services. Overall during the winter months, there was limited landscape activity.
- The pool house was recently inspected for winter damages and was found to be in good condition. The Board requested a quote to refurbish the pool furniture due to paint chipping.
- Tot lots were recently evaluated by Management and no major concerns or maintenance needs were found. A more extensive check will be performed in early spring.

Pool Cleaning Contract – Management recommended approval of Clean Advantage for the 2019 operating season cleaning contract.

Upon motion by Scott Dominick and seconded by Carlton Battle, the Board voted to approve Clean Advantage for the 2019 operating season pool cleaning contract. The motion carried unanimously.

Pavement – The Board discussed painting of yellow lines and installation of speed bumps near the Grey Goose tot lot and near the pool house during pavement repairs in early spring.

Upon motion by Carlton Battle and seconded by Matt Buchanan, the Board voted to install two speed bumps: one near the tot lot on Grey Goose and the other on Cyrene near the pool house. The motion carried unanimously.

UNFINISHED BUSINESS/NEW BUSINESS

None.

EXECUTIVE SESSION

Upon motion made by Scott Kieffer and seconded by Carlton Battle, the Board voted to enter Executive Session at 8:08 p.m. to discuss ARC applications, open ARC violations, and delinquent accounts. The motion carried unanimously.

Upon motion made Scott Dominick and seconded by Carlton Battle, the Board voted to exit Executive Session at 8:23 p.m. The motion carried unanimously.

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

ADJOURNMENT

Upon motion made by Matt Buchanan and seconded by Scott Dominick, the Board voted to adjourn the meeting at 8:25 p.m. The motion carried.

The next Board of Directors meeting is scheduled for Thursday, April 25th, 2019, at 7pm.

Respectfully submitted by Scott Kieffer