



MINUTES
BOARD OF DIRECTORS MEETING
JUNE 23, 2008

ATTENDANCE:

Board	Committees	Homeowners	Other
<input checked="" type="checkbox"/> John Bishop	<input checked="" type="checkbox"/> ARC	<input type="checkbox"/> N/A, or	
<input checked="" type="checkbox"/> Tom Ireton	<input checked="" type="checkbox"/> Covenants	<input checked="" type="checkbox"/> See Attachment	Centex - Darin Smouse
<input checked="" type="checkbox"/> Elizabeth Nelson-Lyda	<input checked="" type="checkbox"/> Landscape		
<input checked="" type="checkbox"/> Kevin Leary	<input checked="" type="checkbox"/> Socials		
<input checked="" type="checkbox"/> Bruce Chisholm			Guest –
<input checked="" type="checkbox"/> Andrew Christopher			

LOCATION:

Goochland Library

CALL TO ORDER:

John Bishop called to order at: 6:05 p.m.

ESTABLISHMENT OF QUORUM:

<input checked="" type="checkbox"/> 6 of 6 Board members were present

ACCEPTANCE OF PRIOR MEETING MINUTES:

<input checked="" type="checkbox"/> Reviewed and unanimously accepted

FINANCIAL REPORT:

Tracey provided the financial statements for Board review; they are attached to the meeting packet. The Treasurer and HOA Management will meet to determine a set of business rules to ensure protection of HOA funding. A motion was made to move a majority of the operating account to a money market account with around \$5,000.00 to remain as a monthly operating balance. Money will be moved as necessary to fund operating expenses. The motion was seconded and approved.

OLD BUSINESS:

General –

- Member Forum – Travis Parris addressed the Board regarding HVAC units that are failing on his street. He reported that 9 owners had indicated they had failing units. He is conducting a survey and will compile model and unit types. At this time all are manufactured by Lenox and are in homes built within the last 3 to 4 years. He posed the question of whether unit size was appropriate for the space required to cool. Lenox has acknowledged compressor problems per Daniel’s hearing and air. Travis will conclude the survey on June 29th. Surveys are accessed through www.surveymonkey.com.
- Fencing for Fire Access Road – The contractor has not yet committed to the new design. Centex has a contractor and will pursue getting several designs for Fire Marshall Approval. The Fire Marshall does want to see the final design. The HOA’s primary concern is pedestrian access. Centex relayed that a new swale was to be cut along the hill adjacent to Bruce Chisholm’s property.
- Path/Walkway to Schools/Update – Per Centex, the path is done and has been approved and signed off on by the State and County. The section on county property is concrete with crush and run proceeding through the HOA buffer. Within the community the path turns to mulch. Centex agreed to discuss converting the HOA section to crush & run.
- Dam Update – The area around the pond was cleaned on work day. The HOA is awaiting the completed information from the Engineers.
- HVAC Update – Dave Duffy with Goochland County has inspected and cleared all HVAC units. That

issue is closed and completed.
<u>Architectural Review –</u> <ul style="list-style-type: none">• Ron Hall provided the Board with proposed ARC guidelines which will be reviewed over the next 2 weeks.
<u>Covenants –</u> <ul style="list-style-type: none">• The Covenants Committee met again on June 22nd to finalize the last draft of the ARC guidelines and make last minute changes. A copy of the suggested document was provided to the Board for review. The Covenants Committee will begin working on the Declaration and Covenants for suggested amendments. Bruce Chisholm will review and prepare a draft of Bylaws for the Board.•
<u>Landscape –</u> <ul style="list-style-type: none">• Holly is to work with Slater to finalize areas for mowing specific to Incline Court. The HOA will not be maintaining the VDOT strip along Bulldog. John will post this on the website to alert owners.
<u>Socials –</u> <ul style="list-style-type: none">• The Social Committee sponsored a work day for clean up around the pond and dam area. The cost was \$15.00 for water and snacks. A lot was accomplished. Bunco was held in June at Elizabeth Nelson-Lyda's home. Fun was had by all who attended.
<u>Other –</u> <ul style="list-style-type: none">• Centex has 3 homes left to sell. Lot 57 may be split and half and offered to each adjoining owner.

NEW BUSINESS:

<u>General –</u> <ul style="list-style-type: none">• Kevin Leary motioned that the community purchase signage for the East Pond and Lake that indicated they were for Community Use only. The signs should be low key and state that it was private property for residential use only. The sign should also indicate fishing was catch and release only. The motion was seconded and carried unanimously. Stellar will provide Holly with information on available signage companies.• Kevin Leary indicated that the east pond again has algae. The addition of fish would help to alleviate this problem and save money by ending the financial obligations of chemical application. A total of \$1,750.00 would be spent to add the appropriate number and types of fish. Kevin will pursue this and advise of dates and installation information. Stellar will contact Virginia Lake Management and cancel the contract pursuant to terms. The balance of funding allocated for this year on lake maintenance will be used to offset the cost of fish.• Both the ARC and Covenants Committee have non-participating members. Committee chairs are to discuss with them the need for active participation. Should these members not participate, the Board would like to consider replacement.
<u>Architectural Review –</u> <ul style="list-style-type: none">• Ron Hall discussed his concerns that he did not understand the process for ARC approvals. It was agreed that the committee and will work with the Board to set up standards for ARC review.
<u>Covenants –</u> <ul style="list-style-type: none">• It was announced that Angela Carter was stepping down from the Covenants Committee as chair person. Steve Diehl has agreed to accept the new chair position.
<u>Landscape –</u> <ul style="list-style-type: none">• Maintenance contract renewal – Holly Horn discussed the current landscaping contracts and bids and decision to go with Slater. Copy of the contract provided to Stellar for filling, and forwarding to Slater.
<u>Socials –</u> <ul style="list-style-type: none">• Janet Whalen has stepped down as the committee chair and Tracey Bishop has agreed to fill the position. An Ice Cream Social is planned for June 26th at the Gazebo. Cost will be about \$125.00.
<u>Other –</u> <ul style="list-style-type: none">• Centex agreed to provide Elizabeth Nelson-Lyda with contractor information for screening trash cans.• Centex submitted a punch list which is filed with the minutes.

Holland Hills Homeowners' Association

ACTION ITEMS:

• Move funding from operating account to money market reserve account leaving only enough funding for monthly expenses.	Tracey Talbert
• Propose a set of business rules for protection of HOA funding.	Elizabeth/Tracey
• Prepare Draft of proposed Bylaws for Board of Director review.	Bruce Chisholm
• Review proposed Architectural Guidelines provided by ARC.	Board of Directors
• Provide contractor information for trash can screen to Elizabeth Nelson-Lyda.	Centex
• Consult with contractors for proposed entry access gate designs and submit to Board of Directors.	Centex
• Cancel Lake Management Maintenance Contract as per specifications.	Tracey Talbert
• Purchase and coordinate fish installation for community ponds.	Kevin Leary
• Review landscaping maintenance areas with Slater.	Holly Horn
• Research purchasing signage for East Pond and Lake indicating Resident Use Only and Catch and Release.	Holly Horn
• Copy of Landscape contract provided to Slater.	Tracey Talbert

MEETING ADJOURNED:

John Bishop adjourned at: 9:30 p.m.

NEXT MEETING:

**Goochland Library
6:00pm – 8:00pm
Monday, August 4th or 18th, 2008**