



**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**MARCH 31, 2008**

**ATTENDANCE:**

Board	Committees	Homeowners	Other
<input type="checkbox"/> John Bishop	<input type="checkbox"/> ARC	<input type="checkbox"/> N/A, or	Stellar - Tracey Talbert
<input type="checkbox"/> Tom Ireton	<input type="checkbox"/> Covenants	<input type="checkbox"/> See Attachment	Centex -
<input type="checkbox"/> Elizabeth Nelson-Lyda	<input type="checkbox"/> Landscape		
<input type="checkbox"/> Kevin Leary	<input type="checkbox"/> Socials		
<input type="checkbox"/> Bruce Chisholm			Guest –Mr. Meng
<input type="checkbox"/> Jeff McKay			

**LOCATION:**

Goochland High School
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**CALL TO ORDER:**

John Bishop called to order at: 6:09 p.m.
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**ESTABLISHMENT OF QUORUM:**

<input type="checkbox"/> 5 of 6 Board members were present
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**ACCEPTANCE OF PRIOR MEETING MINUTES:**

<input type="checkbox"/> Reviewed and unanimously accepted
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**FINANCIAL REPORT:**

Tracey reviewed the financial statements with the Board. Copies of financial statements are attached to the meeting packet.
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**OLD BUSINESS:**

**General –**

Goochland County Building Inspections Update – The County is pleased with the information provided to them regarding the homes in Holland Hills that have non-compliant HVAC systems. Several owners asked questions pertaining to determining if their system could be considered non-compliant. Elizabeth Nelson-Lyda will garner updated information for the next Board of Director’s meeting.

Access Road (Enclave to Front) Update – Elizabeth reported that she had been unable to coordinate a meeting between Jeff McKay and the appropriate county officials. Bruce Chisholm will evaluate the proffers to determine specific use of the fire access road and whether pedestrian traffic is allowed. A motion was made by John that a formal letter should be sent to the Centex Division President informing them of their misrepresentation of marketing materials which show a walking path within the community. The motion was seconded by Tom Ireton and carried unanimously.

Path/Walkway to Schools Update – An e-mail sent by Jeff McKay indicated that VDOT had issued a Land Use Permit for the trail. He stated that the county preferred no stairs and that the trail will remain a mulch trail within the subdivision unless the HOA wishes to upgrade it to asphalt. The HOA will request a copy of the approved plan.

Dam Update – Jeff McKay indicated in his e-mail that they are working to bring the dams into compliance and that once work is completed, Koontz-Bryant will be preparing a permitting package for the large dam to be submitted to the state. The 2 smaller dams are being brought into compliance but are not required to be permitted. Andrew Christopher with Centex has taken over the role of managing the day to day activities associated with bringing the dams into compliance. The Board of Directors will request a timeframe for the work to be completed and copies of the reports via e-mail. Kevin will include the Board’s concerns in his e-mail to the Division Vice President of Centex.

Fencing for Fire Access Road – Holly Horne gathered bids for several types of fencing to replace the current fencing along the entrances to the fire access road. After review of the information a motion was made to accept the bids for the steel tubes which run about \$170.00 per post. Holly is to

formulate an e-mail to Jeff McKay and copy the Board of Directors requesting Centex honor their obligation to pay for this new fencing. The motion was seconded and carried unanimously.
<b><u>Architectural Review –</u></b> There is currently no chairperson for the ARC Committee. The Board requested a resolution of this within the next two weeks. The Board would like to set forth process for approval of ARC applications within 2 weeks time of submittal. A determination will need to be made regarding the notification of homeowners as to approvals or denials. Stellar Community Management will provide to Ron Hall a package containing the Association Documents. The two outstanding applications were discussed and were to be evaluated so that decisions could be issued as soon as possible.
<b><u>Covenants –</u></b>
<b><u>Landscape –</u></b>
<b><u>Socials –</u></b>
<b><u>Other –</u></b>

**NEW BUSINESS:**

<b><u>General –</u></b> Board Member Responsibilities – Stellar CM provided packets from CAI information describing specific duties for each Board of Director positions as well as committee duties and functions. The information is to be reviewed by each member individually and will serve to assist newly elected members in functioning within their appropriate roles.
<b><u>Architectural Review –</u></b> The topic of a committee chairman was again discussed. Rob Hall will chair the committee and will work with the Board to set up standards for ARC review.
<b><u>Covenants –</u></b> Angela Carter and Vincent Laudato will co-chair this committee. A meeting will be set to review current information and make suggestions to the Board of Directors for Bylaws and necessary Resolutions. Tracey Talbert of SCM will attend a Community Governance class in Raleigh and will use Holland Hills as her case study. Information will be shared upon her return.
<b><u>Landscape –</u></b> Holly Horn will head this committee. The committee's goals will include evaluating common areas in order to propose possible walking path locations, determining more aesthetic plans for each entranceway and review requirements for community landscaping.
<b><u>Socials –</u></b> Janet Whalen will chair this committee and reported on the recent success of the community Easter Egg Hunt. The planned Arbor Day event is being postponed until 2009 and they are considering the formation of a neighborhood poker night club.
<b><u>Other – Guest Speaker</u></b> Mr. Meng informed the members at the meeting that the Bus Garage planed for the property adjacent to Holland Hills was not yet funded. There are several plans being discussed regarding the actual composition of the bus garage. Options include a fuel storage, maintenance and bus storage facility combined. This option does not fit on the proposed parcel adjacent to Holland Hills. The parcel located at the intersection of Bulldog and 522 is no longer being considered. They are however considering a different piece of property along 522.  Procedures for how the property is approved and purchased were discussed by Mr. Meng as well. The School Board chooses the property and plans but the property must be purchased by the County. Owners within the County are encouraged to get involved and voice concerns or opinions at School Board and County Meetings. The Association can take part in this process by

*Holland Hills Homeowners' Association*

educating the homeowners and encouraging their participation. Upcoming meetings include one placed for the 2<sup>nd</sup> Tuesday in April at the High School, 7:00 p.m. and the 4<sup>th</sup> Tuesday in April at the County Administration office, 6:30 p.m.

**ACTION ITEMS:**

Kevin Leary to compose a letter from the Board of Directors to Centex addressing concerns and questions regarding Holland Hills.	Kevin Leary
Holly Horne to compose an e-mail and send to Jeff McKay of Centex Homes outlying the community's choice for replacement of the gates at the Fire Access Road.	Holly Horne
Research to be conducted on pedestrian use of the Fire Access Road.	Bruce Chisholm
Covenants Committee to meet and review existing documents to determine needs and changes which must be made.	Covenants Committee
Tracey Talbert to attend CAI course in Raleigh North Carolina on Community Governance and Documents. Will take Holland Hills documents as her case study.	Tracey Talbert
An update will be requested regarding the HVAC compliance from Dave Duffy. He should be invited to attend the upcoming meeting.	Elizabeth
Landscaping committee will meet and formulate ideas for entranceways and common areas through the community.	Landscape
New signature cards will be obtained from Wachovia Bank for the bank accounts and brought to the next meeting for updated signatures.	Stellar
Copy and bring several extra copies of Association documents to next meeting for those committee members who do not have copies.	Stellar

**MEETING ADJOURNED:**

John Bishop adjourned at: 9:06 p.m.

**NEXT MEETING:**

**Goochland High School  
6:00pm – 8:00pm  
April 28, 2008**