

Homestead Farm HOA Board of Directors Meeting 10-27-08

The meeting was called to order at 7:05 pm by Clare Ambrose.

Directors present

Jeff Muller; Clare Ambrose, Richard Shea, Bill Anthes & Karl Goeken

Homeowners present

Carolyn Green, Judy Frazier & Marcia May

ACCU Property Management Representative

Cherlynn Witt

Homeowner's forum

A homeowner wanted to thank the board for making the arrangements to remove a dead tree on the south greenbelt. Towne and Country Tree took the tree down today and will grind the stump out in the next few weeks.

A coyote was reported to have attacked a dog in the neighborhood this morning. Homeowners are warned to watch their pets when they are outside.

Topic 1 Approval of September minutes.

Karl Goeken moved to approve the September minutes. Richard Shea seconded. They were approved unanimously.

Topic 2 Approval of September financials

Jeff wanted to know about over \$1400 in assessment write-offs. Cherlynn advised there were seven homeowners who had proof that their ACH accounts were debited and it is speculated that the prior management company posted these amounts in error, as those payments cannot be accounted for.

Jeff moved to put asset information on the monthly balance sheet. Bill seconded. This unanimously agreed-on.

Trash pick-up will now be allocated to the utilities category.

The last water bill of \$1841.50 was posted in pool utilities. It was agreed that this needs to be re-categorized as irrigation.

It was agreed that the above issues need to be resolved prior to approval of the September financials and this will be accomplished via e-mail.

Topic 3 Committee Reports

ACC

Cheryl recommended putting a copy of the ACC request form in the next newsletter as well as the procedures so homeowners will know what they need to do when planning projects. Clare mentioned the Design Review Committee addressed an issue concerning foliage hiding a detracting feature such as a pipe. If a homeowner wants to remove the foliage, they need to replace it with something else that will hide that feature. The board will give consideration to drafting a guideline that addresses this issue.

Pool

Had Bradbury submitted next years bid. It is higher than budgeted due to an extra week of pool service due to the early Memorial Day and late Labor Day weekends. In addition we will have extra \$3150 cost to be in compliance with the Virginia Graeme Baker Pool & Spa Safety Act. Clare moved to have this cost approved, Bill seconded. This passed unanimously.

Irrigation & landscape

Judy Frasier reported that the September minutes were in error, there are actually 66 zones, not the reported 15. Waterketch blew out the water to the pool house and the water main is turned off. We will not have a repeat of last winter's freeze problems.

Carolyn Green asked that Kim Jewel of Ground Masters remove the weeds in the Fremont entrance, but Carolyn will take care of removing the dead flowers. She also said the Dry Creek entrance needs to have the weeds addressed.

Carolyn requested the front entrance island be changed from grass cover to mulch, and the sides of the entrance need to have the mulching brought down lower to take care of the areas of the lawn that do not receive sufficient watering.

Carolyn reported that Kim recommended spreading that cost over a year to help with our budgeting. In addition Ground Masters wants to wrap small trees though out the property at \$7 per tree. Anything above 2 ½ does not need it done. She said some of the trees are still staked that don't need to be anymore. She recommended that be taken out. A bid will be submitted for board review.

Social Committee

None

Old Business:

Tree Trimming and or Removal:

The dead tree on the south greenbelt has been addressed. We have money leftover in our tree maintenance budget with several more trees that need to be addressed. Towne & Country is not able to take on any further work this fall so we must throw-out their bid. Jeff moved to have Swingle complete the work, Bill seconded. This approved unanimously.

2007 Financial Audit

Kent Biekle will have the 2007 audit completed by October 31st and will report to Cheryl.

2009 Proposed Budget

This is complete and dues will not increase.

November 24, 2008 Annual Meeting

There are two board openings. If we do not have two candidates it was confirmed that we may appoint replacements from the floor.

New Business:

Lien Fee Increase

Any liens get billed to the association for payment and the association then bills back to the homeowner. ACCU is raising their fee from \$75 to \$100. We currently have \$5113.99 in past due amounts owed. Per SB 100 and our guidelines, a lien cannot be attached unless the amount owed is over \$400.00 and it is over 90 days overdue. ACCU automatically initiates this lien and files this with the court.

Sidewalk Snow Removal

ACC submitted a bid and charge on a per visit basis. Jeff moved that the standard to initiate a snow removal visit be established at five inches. In addition the coverage area will be Fremont from Holly to Grape, the Grape and Glencoe entrances and the two greenbelts. It was agreed that the sidewalks around the perimeter of the pool and tennis courts not be included because the homeowners on the other sides of those streets will be responsible for the snow removal on their sidewalks. Bill seconded this proposal. This motion passed unanimously. This policy will be placed in the next newsletter.

Website

The monthly financial statements, guidelines, covenants, bylaws and minutes are on-line at our new website. We will announce the new website in the next newsletter with step-by-step instructions on how to access it. We don't have a group e-mail distribution list on the new site yet. Karl will meet with Matt Farr on whether we can import the e-mail data from the old website to the new website. Homeowner must go through Cherlyn for blast e-mails that are done through the new website.

Action item

Next meeting Monday, November 24th, annual meeting.

Violations

Richard mentioned a homeowner who has failed to stain his fence on Holly and a short fence that is in disrepair. The first letter has gone out, has the 2nd letter gone out? The third letter, fine letter, needs to go out. Cherlyn will address all violations and update.

Adjournment Clare moved to adjourn the meeting at 8:50 pm, Karl Goeken seconded and this passed unanimously.

Submitted by Karl Goeken, Secretary Homestead Farm BOD on 10-30-08