

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:30 p.m. Tuesday, January 27, 2015

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, January 27, 2015.

Board members present: Larry Mounts, Glenn Rother, Clyde Masengale and Mary Lorenzen.

Board Member absent: Keith Whitmore

Also present: Ed Robbins, Property Manager, Berkeley Property Management

A quorum was established.

Approval of Minutes

- A motion was made to approve the minutes from the following meeting:
 - November 25, 2014 Regular Meeting of the HOA Board of Directors
- The motion was seconded and passed.

Treasurer's Report - Glenn Rother

- Reviewed Treasurer's Report month ending December 31, 2014.
- Reviewed Year-End Financial Report for 2014.
- "Tree Removal" budget line item #90150 is now "Tree Maintenance".

Association Manager's Report – Ed Robbins

- All homeowner responsible roof repairs identified during the roof inspections have been completed.
- Met with Larry and Glenn to review each item in 2010 Reserve Study conducted by DLM.
- Will contact DMA (Design Management Associates) for proposal to perform 2015 Reserve Analysis.
- Rip Rap repair in front of 4412 Makah Court has been completed.

Architectural Review Board – Scott Guarino

- 3756 Lake Powhatan – Residents submitted plans to install satellite dish.
 - The ARB reviewed request and recommended approval.
 - The Board of Directors reviewed request and accepted the ARB's recommendation and approved request.
- Discussion on proper method to advise new owners of installation of Trek Deck balconies and satellite dish installations from previous owners.
 - Ed will research legal restrictions for advising new owners.

Executive Session held Tuesday, January 27, 2015 at 6:00 pm

No issues were discussed that are not included in the Virginia Laws for HOA Associations.

Unfinished Business:

- **Status of Investment Policy Document**
 - Received signed policy.
- **Status of project to install swale**
 - Weather causing delay. Contractor will begin as soon as the weather improves.
- **2015 Reserve Study**
 - Larry, Glenn and Ed met to review each item in 2010 Reserve Study conducted by DLM.
 - Ed will contact DMA (Design Management Associates) for proposal to perform 2015 Reserve Analysis. .

New Business:

- **Status of rip rap repair by timber walkway**
 - The area was inspected and some adjustments made to the location of some of the rocks.
 - Problem seems to have been resolved.
- **Status of Resident Information Sheet updates**
 - Ed will provide report on number still outstanding at March meeting.
- **McDonald's Garden Center Electricity Usage Payment**
 - Will receive in March.

Committee Reports:

- **Grounds Committee – Mary Lorenzen**
 - Winter cut back of ornamental grasses, liriop, roses was completed on Jan. 19. Also did cut back of hydrangeas and grasses along News Road.
 - Edging and mulching are scheduled for the first 2 weeks of February (weather permitting).
- **Neighborhood Watch – Mary Lorenzen for Louise Pearson**
 - No new residents since November.
 - PCSA Annual Meeting on Feb. 17th. Please come to meeting or send in your proxy vote for 2 new Board Members

Homeowner's Comments/Questions

Meeting adjourned at 7:25 p.m.
Submitted by Mary Lorenzen