

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:30 p.m. Tuesday, January 29, 2013

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, January 29, 2013.

Board members present: Larry Mounts, Glenn Rother, Steve Lind, Lynda Webb and Mary Lorenzen

Absent: Ed Robbins, Property Manager, Berkeley Property Management

A quorum was established.

Approval of Minutes – A motion was made to approve the minutes from the November 27, 2012 meeting of the Board of Directors. The motion was seconded and approved.

Treasurer's Report - Glenn Rother

The Financial Report for month ending December 31, 2012 and the 2013 Budget updated with 2012 year-end figures were presented.

Association Manager's Report – Larry Mounts

- Landscape proposal from Virginia Lawn and Landscape was sent to the HOA Board for review.
- Contacted HOA Attorney (Sue Tarley) for costs of updating HOA documents.
- Ace Prowash – had meeting and follow-up. The gutter foam has been installed, gutters cleaned and all repairs have been completed.

Architectural Review Board – Lynda Webb

- 3740 Lake Powhatan – Resident submitted a request to increase the height and width of the existing deck privacy screen.
 - The ARB recommended that this request not be approved because it did not comply with the “Standardized Privacy Screen Guidelines” developed by the ARB with the HOA Board of Directors’ approval.
 - The Board of Directors accepted the ARB’s recommendation to not approve this request.
 - The resident may resubmit the request.

Executive Session held Thursday, January 29, 2013 at 5:30 p.m.:

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

Unfinished Business:

- Potentially invasive River Birch tree roots near sidewalk in front of 4448 Wind River Run will be monitored.

- A letter was sent to the owner of 4423 Chickasaw stating that the rust stain on the outside vinyl must be removed within 30 days or action will be taken by the Property Manager to have the stain removed with the cost being added to the resident's assessment.

New Business:

- Landscaping and irrigation proposal submitted by Virginia Lawn and Landscape for 2013 was reviewed by the Board.
- Proposed hourly snow removal costs submitted by Virginia Lawn and Landscape for 2013 were reviewed by the Board.
- The Board of Directors reviewed the proposed fee by the HOA Attorney to consolidate the Amended and Restated By-Laws with the most current updates from the Common Interest Community Board in Richmond, Virginia.
- Requested Ed to obtain proposals for the resealing of the community streets and the pathway along News Road.

Motions Brought Before the Board:

- 1. Landscaping and Irrigation Maintenance Services for 2013:**
 - A motion was made to accept the proposal submitted by Virginia Lawn and Landscape for the period 01/01/2013 thru 12/31/2013. The total cost will be \$41,122.75 to be paid in 12 equal monthly payments. The monthly charges will be billed to Account #9610.
- 2. Snow Removal Services for 2013:**
 - A motion was made to accept the Price-Per-Hour bid submitted by Virginia Lawn and Landscape for the period 01/01/2013 thru 12/31/2013. These charges will be billed to Account #9800.
- 3. Consolidation of the current Amended and Re-States By-Laws with the updates from the Common Interest Community Board:**
 - A motion was made to accept the proposal submitted by Sue Tarley of Tarley Robinson Law Offices. The cost will be \$3,400.00 and will be charged to Account# 7160.

Committee Reports:

- **Grounds Committee – Steve Lind**
 - First committee meeting will be held at the conclusion of the Board meeting.
- **Rules and Regulations – Louise Pearson**
 - Mary Lorenzen and Louise continue to consolidate current Rules and Regulations information into a booklet format for distribution to all current residents and to be included in Welcome Packet for all new residents.
- **Neighborhood Watch – Louise Pearson**
 - Reminder of PCSA Annual Meeting February 19th at 7:00pm.

Homeowner's Comments/Questions

- Thank you from resident to Ed Robbins for handling fascia repair quickly

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Meeting adjourned at 7:07 p.m.
Submitted by Mary Lorenzen