

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
Tuesday, January 30, 2018 Meeting Minutes

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, January 30, 2018.

Board members present: Niels Favre, Mary Lorenzen, Clyde Masengale, Mike Carney and Amy Pickett.

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

A quorum was established.

Approval of Minutes

- A motion was made to approve the minutes of the November 28, 2017 HOA Board of Directors meeting.
- The motion was seconded and passed.

Treasurer's Report – Mike Carney

- Reviewed 2017 End-of-Year numbers vs 2018 Budget.
- Reviewed Treasurer's Report month ending December 31, 2017.
- A motion was made to approve the Treasurer's Report as presented.
- The motion was seconded and passed.

Association Manager's Report – Ed Robbins

- All items will be covered in the meeting agenda items.

Architectural Review Board – Lynda Webb

- 4419 Chickasaw Court -Enclosure of existing deck to make it a 3-season room. Same size as current deck.
 - ARB recommended approval.
 - Board approved this request via e-mail on 12/14/17
 - Confirmation of e-mail vote by Board. **See Motions brought before the Board section.**

Unfinished Business:

1. Cost of the staining of timber bridge will be included in proposal for staining of decks - **PENDING**
2. 4401 Chickasaw Court – Replacement of front step to be done when decks are worked on – **PENDING**
3. Cost Proposal for power washing – Number of decks to be revised – **PENDING**
4. Cost proposal for staining decks and front porches - **PENDING**
5. Deck repairs/replacements – 10 decks
 - Proposal from York River Contracting for \$44,965.00 (includes \$22,665 for deck materials)

- New decks will be 5/4 Wolf brand solid PVC decking boards color - black walnut.
 - Installation of new Certain Teed PVC railings color - white
 - A motion was made to accept the proposal submitted by York River Contracting.
 - The motion was seconded and passed.
 - **See Motions brought before the Board section.**
 - Ed will send out letter to residents whose decks are being replaced.
 - **Start date in March.**
6. Revised cost proposal from James River Grounds for trimming vegetation along lake to 3 ft., limb up trees and remove debris - \$2,981.79.
- A motion was made to accept the revised proposal from James River Grounds.
 - The motion was seconded and passed.
 - **See Motions brought before the Board section.**

New Business:

1. Use of open fire pits on balconies
 - According to the JCC Fire Marshall, “the use of a fire pit on a combustible balcony or within 15’ of combustible construction is prohibited unless the balcony is protected by a fire sprinkler system or the LP gas container is no larger than 1 lb. The firepit must be operated in accordance with the manufacturer’s instructions.
 - The Board agreed that there should be no fire pits used in Powhatan Place because of the risk of fire.
2. Develop Rule Enforcement Policy
 - Mary will work with Property Manager and HOA Attorney to develop policy.

Summary of Motions Brought Before the Board:

- 4419 Chickasaw Court – Enclosure of existing deck, same footprint –
 - ARB recommends approval.
 - Board approved request via e-mail on 12/14/17.
 - Board confirmed e-mail vote.
- Award of deck repairs and replacements to York River Contracting
 - Motion was made to accept the proposal by York River Contracting.
 - The motion was seconded and passed.
- Award of revised cost proposal from James River Grounds for trimming along lake side in Powhatan Place.
 - A motion was made to accept revised proposal.
 - Motion was seconded and approved.

Committee Reports:

- **Grounds Committee – Amy Pickett**
 - James River will be notified their proposal was accepted.
 - Trimming should be scheduled in February.
- **Beautification Committee**
 - A walk-around of the community will be scheduled in early spring.

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- **Neighborhood Watch and Welcome Committee – Louise Pearson**
 - PCSA's Annual Meeting is scheduled for February 20, 2018.
 - Two homes at end of Wind River Run will be going up for sale soon.

Homeowner's Comments/Questions

None

Meeting adjourned at 7:15 p.m.
Submitted by Mary Lorenzen