

**Powhatan Place Community Association, Inc.**  
**Meeting of the Board of Directors**  
**Powhatan Secondary Clubhouse**  
**Charter House Lane**  
**6:30 p.m. Tuesday, May 28, 2013**

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, May 28, 2013.

Board members present: Glenn Rother, Steve Lind, Clyde Masengale and Mary Lorenzen.

Board Member absent: Lynda Webb

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 March 26, 2013 meeting of the Board of Directors. The motion was seconded and approved.

**Treasurer's Report** - Glenn Rother

The Financial Report as of April 30, 2013 was presented.

**Association Manager's Report** – Ed Robbins

- Provided bids for resealing, restriping and paving of community streets and pathway along News Road.
- Provided drafts of “Amended and Restated Declaration of Covenants and Restriction of Powhatan Place” and “Second and amended and restated Bylaws of Powhatan Place Community Association, Inc.” for the Board’s review and comments.

**Architectural Review Board** – Scott Guarino for Lynda Webb

- Resident at 4416 Chickasaw submitted a request to convert their screened-in porch to an all weather porch. Replacing screens with windows.
  - The ARB that the Board approve the request as submitted.
  - The Board of Directors accepted the ARB’s recommendation to approve this request.
  - Property Manager has the request and will obtain PCSA approval.

**Executive Session held Thursday, May 28, 2013 at 5:30 p.m.:**

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

**Unfinished Business:**

- Street and Pathway Resealing Project –
  - The Board reviewed two proposals submitted for this project from Cobb’s Striping and CLAY- Mac Corporation.
  - The Board awarded the contract to Cobb’s.(See Motions Brought Before the Board).
- Contact Va. Lawn and Landscaping about need to spray Leyland Cypress trees.
- Property Manager still waiting for final letter from National Exterminating.

### **New Business:**

- Clyde Masengale was asked by the Board to complete Larry Mounts term on the Board.
  - Clyde accepted the Board's request (See Motions Brought Before the Board).
- Requests were made by several residents to have top soil and sod placed along top edge of parking revetments where stone had been added to prevent erosion.
- Landscaping Plan Revision for out Front Entrance
  - A \$500.00 anonymous donation was made by a resident to enhance the landscape design and plantings at the front entrance. The board was asked to approve the design change and to agree to commit \$300.00 from the landscaping budget for the planting of the new plants. The Board agreed (See Motions Brought Before the Board).

### **Motions Brought Before the Board:**

1. **Street and Pathway Resealing Project:**
  - A motion was made to award the contract to Cobb's Striping, Inc. The motion was seconded and approved. The total cost will be \$8, 520.00. The project will be charged to Account #9910 – Replacement Reserve.
2. **Clyde Masengale agreed to complete Larry Mounts term on the Board:**
  - A motion was made to appoint Clyde Masengale to the Powhatan Place HOA Board of Directors until September 2013. The motion was seconded and approved.
3. **Front Entrance Landscaping Design and Planting Costs:**
  - A motion was made to accept the \$500.00 anonymous donation for the purchase of new plants for the front entrance and to commit \$300.00 for the planting of these new plants. The motion was seconded and approved.

### **Committee Reports:**

- **Grounds Committee – Steve Lind**
  - Tuesday is our normal mowing day.
  - The mowing crew should not be using riding mowers.
  - Safety guards are needed on weed eaters. Ed will send a note to Michael Roberts of Va. Lawn and Landscape.
- **Rules and Regulations – Louise Pearson**
  - Requested a Communication Chain e-mail be sent to all residents asking residents to advise Louise if they do not want their name, phone number and address included in the new Powhatan Place Directory.
  - Committee members will review the draft revision of the HOA documents and submit their comments to the Board.
  - Louise will make the community aware of the process for approval of new documents in the Powhatan Place Newsletter.
- **Neighborhood Watch – Louise Pearson**
  - Welcome to 3 new homeowners.

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**Homeowner's Comments/Questions**

- Thank you to Mary Lorenzen for heading up the screen replacement project.

Meeting adjourned at 7:05 p.m.  
Submitted by Mary Lorenzen