

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
Tuesday, May 30, 2017 Meeting Minutes

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, May 30, 2017, 2017.

Board members present: Glenn Rother, Clyde Masengale, Mary Lorenzen and Amy Pickett.

Board member absent: Niels Favre.

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 March 28, 2017 HOA Board of Directors meeting.
- The motion was seconded and passed.

Treasurer's Report - Glenn Rother

- Reviewed Treasurer's Report month ending April 30, 2017.
- Glenn announced his resignation from the Board (moving) effective immediately.
- Board members and residents expressed their gratitude to Glenn for his dedication to the community as Treasurer for the past seven years.

Association Manager's Report – Ed Robbins

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

Architectural Review Board – Larry Mounts

- No applications received.

Unfinished Business:

1. HRUBS water bill (\$6,528.93) – Status of credit from James City Service Authority.
2. Roof inspection and repair project – Completed
3. Inspection of 2nd floor balconies and fascia project – Completed with no problems identified.
4. Top railing replacement on timber bridge – Project scheduled for end of June.
5. Installation of swale behind Chickasaw homes to correct drainage problems – Completed.
6. Patching of black top in parking spaces behind 4424 WRR – scheduled for first week in June.
7. Irrigation heads between 3732 LP/3726 LP and 3748 LP/3752 LP have been turned off.

New Business:

1. Filling of board vacancy due to resignation of Glenn Rother
 - a. Nominating Committee recommended Michael Carney (4412 Makah Court).

- b. Mike agreed to accept the position of Treasurer.
 - c. A motion was made to approve the appointment of Mike Carney to complete Glenn Rother's term until September 2018.
 - d. The motion was seconded and approved.
 - e. The Board expressed their appreciation to Mike for accepting this appointment as Treasurer.
2. Deck repairs at 3756 Lake Powhatan
 - a. Board members inspected deck on May 30th and agreed with homeowner that deck condition was a safety risk and the condition of the deck was not due to normal wear and tear or misuse.
 - b. Property Manager contacted two deck companies for cost estimates of the repairs needed.
 - c. Board voted to pay for the deck repairs (\$3000.00).
 - d. Homeowner will contact Property Manager once she makes a decision as to whether she wants to make adjustments/modifications (at her own expense) to the deck.
 3. Decks repairs at 3720 Lake Powhatan
 - a. Board members inspected deck on May 30th.
 - b. This deck had been enlarged and altered by the previous owner.
 - c. The Board agreed that because of the alterations the HOA is no longer responsible for the repairs on this deck.

Summary of Motions Brought Before the Board:

1. **New Board Member Michael Carney** - The Board appointed Michael Carney to complete Glenn Rother's term as HOA Treasurer.
 - A motion was made to approve the appointment.
 - The motion was seconded and passed.
2. **Deck repairs at 3756 Lake Powhatan**
 - The Board met onsite, inspected the deck and determined that the repairs were an HOA responsibility.
 - A motion was made to approve the repairs of the deck at \$3,000.00.
 - The motion was seconded and passed.

Committee Reports:

- **Grounds Committee – Amy Pickett**
 - Willow Oaks – Bartlett's Tree Service will be inspecting trees and recommending treatment.
 - James River Grounds will be scheduling the spring trimming of shrubs. Amy will let me know the date so the info can go out on Communication Chain.
 - Amy is receiving very good comments about the job James River is doing.
- **Neighborhood Watch and Welcome Committee – Louise Pearson**
 - The Board was provided with the Welcome Committee Activity Report for May.
 - Welcome to new residents at 4431 Wind River Run.

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- Update on sales activity in our community was provided.

Homeowner's Comments/Questions

Charlene Rother officially turned over the keeping of the flower pots at the mailbox clusters and the flower pots at each end of the timber bridge to Dottie Julio and Lynda Webb. Thank You to Charlene for the many years she provided the community with extra beauty and Thank You to Dottie and Lynda for continuing this very special tradition!

Meeting adjourned at 7:21 p.m.

Submitted by Mary Lorenzen