

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:30 p.m. Tuesday, July 26, 2016

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, July 26, 2016.

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

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:
 - May 24, 2016 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 June 30, 2016.

Association Manager's Report – Ed Robbins

- Tax Fees – Should keep in operating Line Item and Expense.
- Gutter Foam – Had conversation with Dan Bauder, owner of Ace Prowash, and will schedule a time for the Board to meet with Dan on-site to discuss concerns about installing additional gutter foam.
- 4412 Makah Court – Repair to drop inlet on the curb was completed by Randy Coleman. No need for any other repairs in that area.
- Crack in swale behind 4400 Acoma has been repaired. .

Architectural Review Board – Vacant

- 4408 Chickasaw Court – Resident submitted application to enlarge existing driveway
 - ARB reviewed and recommended approval.
 - Board approved request via e-mail vote on June 22, 2016. See **Motions Brought Before Board.**

Work Session held Tuesday, July 26, 2016 at 6:00 pm

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

Unfinished Business:

1. Gutter foam concerns:
 - Topic was tabled until the Board can meet with Ed and Dan Bauer on-site.
2. Installation of LED street lights – **Completed.**
3. Repair of crack in swale behind 4400 Acoma – **Completed.**
4. 4412 Makah Court drainage resolution - Repair to drop inlet by the curb was **Completed.**

New Business:

1. Selection of new chairman for the Architectural Review Board -
 - Board asked Larry Mounts to consider position. Larry will consider and let us know.
2. Annual Meeting -
 - Louise Pearson and Charlene Rother have agreed to be the Nominating Committee.
 - Notification to all homeowners identifying 3 open positions on the Board will be sent out via Communication Chain.
3. 2017 Budget – The Board has scheduled a work session on September 8, 2016.

Summary of Motions Brought Before the Board:

1. **4408 Chickasaw Court** – ARB application submitted by resident to enlarge existing driveway.
 - ARB reviewed and recommended approval.
 - Board approved request via e-mail vote on June 22, 2016.
 - A motion was made to accept the e-mail vote. The motion was seconded and passed.

Committee Reports:

- **Grounds Committee – Niels Favre**
 - Concern: How to ensure maintenance of flowers and shrubs planted by homeowners when home is sold or rented. Landscaping crew is only responsible for maintaining original shrubs planted by developer.
- **Neighborhood Watch – Louise Pearson**

Homeowner's Comments/Questions

- Resident concerned about control of the highly contagious Rose Rosette disease affecting neighbor's roses. Home is rented and the roses are not the responsibility of the landscaping crew.

Meeting adjourned at 6:48 p.m.

Submitted by Mary Lorenzen