

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:00 p.m. Tuesday, July 30, 2013

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

Board members present: Glenn Rother, Clyde Masengale, Scott Guarino, Lynda Webb and Mary Lorenzen.

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

A quorum was established.

The Board welcomed Scott Guarino as a new Board member. Scott was asked to complete the term of Steve Lind, who resigned in June due to conflicts with his new job and graduate school. Scott's appointment was approved via an e-mail vote from all Board members.

Approval of Minutes

- A motion was made to approve the minutes from the May 28, 2013 meeting of the Board of Directors. The motion was seconded and passed.
- A motion was made to approve the minutes from the July 1, 2013 Special Meeting of the Board of Directors. The motion was seconded and passed.

Treasurer's Report - Glenn Rother

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

Association Manager's Report – Ed Robbins

- National Exterminating Company report from February, 2013 inspection will be sent to all homeowners.
- Street seal coating is scheduled for mid-August. Will get street closing info from Cobb's and forward to Mary for community notification via the Communication Chain.

Architectural Review Board – Lynda Webb

- Resident at 4412 Chickasaw submitted a request to install a clear glass storm door.
 - The ARB recommended this request be approved.
 - The Board of Directors accepted the ARB's recommendation and approved the request.
- Resident at 4423 Chickasaw requested approval to replace shrubs in her front yard. The new shrubs will match the landscaping currently used by neighbors. The owner will pay the cost for the removal of the old shrubs and the purchase and planting of the replacement shrubs.
 - The ARB recommended this request be approved.
 - The Board of Directors accepted the ARB's recommendation and approved the request.

No Executive Session held Tuesday, July 30, 2013.

Unfinished Business:

- Street and Pathway Resealing Project –
 - Scheduled for mid-August
 - Notification of street closures will go out to residents via Communication Chain.

New Business:

- Scheduled Special Meeting for Board to review and discuss 2014 Budget on August 7, 2013.
- Status on request forwarded to James City County to remove a large pine tree in the common area beside 4412 Makah Court.
 - On July 19, 2013, an e-mail from Melanie Davis of James City County notified the HOA that the request to remove the tree had been denied “as it is healthy and in a stand of six other similarly sized trees.”
 - Discussed possibility of removing and trimming some of the largest branches. Ed will contact Bartlett for an estimate of the cost.
- Board elections September, 2013
 - Three board positions open.
 - Nominating Committee will be Louise Pearson, Charlene Rother and Donna Mellis.
- Annual Proof of Insurance document from homeowners.
 - Ed will send out reminders.

Committee Reports:

- **Grounds Committee – Mary Lorenzen**
 - Members of the Grounds Committee and Ed met with Va. Lawn and Landscape regarding lawn mowing and irrigation system concerns.
- **Rules and Regulations – Louise Pearson**
 - Working to complete the Rules and Regulations document.
 - Plan to send the updated document, when approved by the Board, to all homeowners and renters.
- **Neighborhood Watch – Louise Pearson**
 - No activity to report.

Homeowner’s Comments/Questions

None

Meeting adjourned at 7:16 p.m.
Submitted by Mary Lorenzen