

**Powhatan Place Community Association, Inc.**  
**Minutes of the Board of Directors Meeting**  
**Tuesday, November 27, 2018**  
**Powhatan Secondary Clubhouse / Charter House Lane**

**I. Call to order**

Dottie Julio called to order the regular meeting of the Powhatan Place HOA Board of Directors at 6:30pm on November 27, 2018 at Powhatan Secondary Clubhouse.

**II. Board Members present:** Dottie Julio, Mary Lorenzen, Mike Carney, Rich Bundy

**Board member absent:** Niels Favre

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

**III. A quorum was established.**

**IV. Approval of Minutes from last Board of Directors' Meeting**

- a) Minutes of the July 31, 2018 meeting were e-mailed to Board Members for review prior to meeting.
- b) Motion was made to approve minutes.
- c) The motion was seconded and passed.

**V. Treasurer's Report – Mike Carney**

- a) Reviewed Treasurer's Report month ending September 30, 2018.
- b) A motion was made to accept the Treasurer's Report as presented.
- c) The motion was seconded and passed.

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

1. Items will be covered in the meeting agenda items.

**VII. Architectural Review Board – Lynda Webb**

1. 4409 Acoma Circle – Stabilizing the privacy fence behind patio.
  - ARB recommended approval.
  - Board approved via e-mail vote on 10-25-18.
  - Confirmation of e-mail vote by Board. – See motions brought before the Board section.

**VIII. Unfinished Business**

1. Clean-out and extension of drain pipe between 3732 Lake Powhatan and 3736 Lake Powhatan – **Ed will follow-up with James River.**

## **IX. New Business**

1. Topics of concern brought up by residents at Annual Meeting.
  - a. The mildew in the caulk on all homes – **The caulking will be removed when white painting project is done in 2020. Some residents have painted with external latex semi-gloss paint.**
  - b. Condition of retaining walls - **Ed will contact Mike Mathews, civil engineer, with Engineering Structural Group, to schedule inspection and design of all retaining walls.**
  - c. The pvc pipes (drainage) in all the retaining walls are clogged and should be cleaned out – **pipes are not clogged and are not used for drainage, used for pressure relief.**
  - d. 4436 Wind River Run - Leyland Cypress branches are hitting the side of the house and overhanging the gutters – **Ed will follow-up with owner.**
  - e. Request for information on what Mr. Beamer is considering for the lot next to Rite-Aid. Great concern to all residents (especially Acoma residents) about where entrance to new facility will be, maintaining the tree buffer, etc. – **No information.**
2. Board Training by HOA legal council - **COMPLETED** 12-11-18.

## **X. Summary of Motions Brought Before the Board**

1. 4409 Acoma Circle – Stabilizing the privacy fence behind patio.
  - ARB recommended approval.
  - Board approved via e-mail vote on 10-25-18.
  - Board confirmed e-mail vote.

## **XI. Committee Reports**

1. **Grounds Committee – Dottie Julio**
  - Mary will arrange meeting with Andreu from James River to introduce Dottie and discuss projects.
2. **Beautification Committee – Mary Lorenzen**
  - Projects on HOLD until spring.
3. **Neighborhood Watch and Welcome Committee – Louise Pearson**
  - Powhatan Place well represented at PCSA Holiday decorating project.
  - Request for articles for December newsletter.

## **Homeowners' Comments/Questions**

Meeting adjourned at 7:20 pm  
Submitted by Mary Lorenzen