

Season's Trace HOA

Meeting Minutes

August 8, 2016

Present: Ted Johnson, Pierre Forget, Rebecca Linn, Blake Rochelle
Meeting Called to Order by Ted at 7:20 pm

Next meeting: Town Hall Meeting August 24, 2016 6:00 pm

I. Minutes from Last Meeting

The minutes from July 11, 2016 Board meeting were reviewed..

Motion to approve minutes by Rebecca Linn; Seconded by Blake Rochelle; Motion Carried

II. Financial Report

Pierre Forget presented the financial report. Pierre will add a line item for the pool repair debt.

Went into Executive Session to discuss delinquent accounts

Came out of Executive Session

III. Rec Association Review

Budget increase for 2016-2017 / Repairs to be done on the recent renovation under warranty

Next pool meeting September 19, 2016

IV. Architectural Review

The removal of a tree adjacent to 932 Pheasant Run in a common area was discussed. The tree is dead and is a risk to the homes adjacent.

Motion to remove the tree, with fees not to exceed \$1000, by Rebecca Linn. Seconded by Blake Rochelle. Motion carried.

V. Old Business

>Nothing new on the directory.

>Adopt a Highway – will take place September 24, 2016.

Rebecca Linn motioned for refreshments for the cleanup, not to exceed \$50. Blake Rochelle Seconded the motion. Motion carried.

>Blake Rochelle continues to work on the upkeep of the website. New sandwich board delivered and used. Social Media connections continuing to pull in more followers.

> Special Assessment – Pierre brought a draft of the proxy to be mailed, but asked for clarity on what was being voted on. Rebecca asked to prepare letter to go with Proxy. Will prepare after attorney consulted due to proxy law issues being reviewed in the Commonwealth.

>Covenant Amendments - will be reviewed after consulting an attorney

1. >Landscaping Contract – Pierre relayed we will have a three (3) year contract but they do not do leaf removal at curbside.

VI. New Business

Legal Representation –

- a. Motion to engage Sue Tarley of Tarley Robinson, PLC to serve as our Virginia Registered Agent for the Association by Rebecca Linn, Seconded by Blake Rochelle, Motion passed. Ted Johnson endorsed the agreement.
- b. Motion to engage Sue Tarley of Tarly Robinson, PLC to review our governing documents and prepare an opinion letter on the required process for levying a special assessment by Rebecca Linn, Seconded by Blake Rochelle, Motion passed. Ted Johnson endorsed the agreement.
- c. Motion to engage Sue Tarley of Tarley Robinson, PLC to review and revise the governing documents for the community by Rebecca Linn, Seconded by Blake Rochelle, Motion passed. Ted Johnson endorsed the agreement.

Rebecca Linn will forward via email and USPS the contracts to Sue Tarley.

JCC Grants – Ted will speak to Ro to submit applications for two (2) areas.

VII. Closing

End of meeting motion by Rebecca Linn, Seconded by Blake Rochelle, Motion carried.

Meeting adjourned at 8:12 pm