

Meeting of the Board of Directors Minutes

Date: August 9, 2018
Time: 7:00 pm
Location: Cascades Library

Board Members Present

Beth Baker
Steve Honard
Colleen Kerrigan
Lea Nigon
Debbie Voloshin

Steve Honard, Common Grounds Chair, called the meeting to order at 7:00 pm. The presence of a quorum was established.

Approval of Agenda: After “Violation Hearing” was moved from #6 to #3, a motion to approve the agenda was seconded and passed.

Hearing for Violation Case #90189-01: The homeowners were present. At 7:10 Lea Nigon made a motion to go into executive session, seconded by Colleen Kerrigan, and passed unanimously. At 7:18 a motion to return to regular session was made, seconded and passed unanimously. Steve Honard moved that in the matter of Account #90189-01, the Board of Directors dismiss the request to remove excess trash cans and replace lids on top as indicated in the violation notices dated 6/15/2018 and 6/30/2018, as the violation has been deemed cured. Colleen Kerrigan seconded the motion, which carried unanimously.

Hearing for Violation Case #90293-01: The homeowner was present. At 7:28 Lea Nigon made a motion to go into executive session, seconded by Debbie Voloshin, and the motion carried. At 7:40 Lea Nigon made a motion to return to regular session, seconded by Steve Honard, and the motion carried. Debbie Voloshin moved that in the matter of Account #90293-01, the Board of Directors dismiss the request to remove excess trash cans as indicated in the violation notices dated 6/15/18 and 6/30/18, as the violation has been deemed cured. Steve Honard seconded the motion, which carried unanimously.

Approval of Minutes: A motion to approve the July 12, 2018 Board of Directors Meeting Minutes was seconded and passed.

Officer Reports:

- **President (Orest Swystun):** Not present, no report.
- **Vice President (Paul Southwick):** Not present, no report.
- **Secretary (Beth Baker):**
 - The Secretary read a letter from Abul Tareque stating his resignation from the board due to time constraints. The board expressed appreciation for his efforts on the board and wished him well.
 - It was noted that now there will be four openings on the ballot in November, with one of the terms to be for one year. Steve Honard will ask KC Holland of his intentions to be on the ballot again.
- **Treasurer (Debbie Voloshin):**

- **Financial Update:** Treasurer distributed a financial report. Two sales packages were prepared in the past month. Total balance is \$96,644.04.
- **Reimbursement Requests:** A motion was made by Beth Baker, seconded by Steve Honard, and passed to approve reimbursement of the following expenses: \$23.39 to Lea Nigon for postage of violation letters and for purchase of a “Do Not Destroy” stamp; \$275.36 to Colleen Kerrigan for envelopes and printing of directories; and \$17.05 to Steve Honard for caution tapes and stakes.

Members’ Open Forum: The board conducted an open forum for members of the community.

Committee Reports:

- **Social Activities (Chair: Zeleste Henry):** Not present. Lea Nigon reported that Zeleste Henry will send small postcard announcements of the parade to the community. The event is planned for Sunday, October 28, at 4:00 pm. Debbie Voloshin will assist Lea Nigon in arranging for a Fire Truck, police escort, VDOT forms, and the auxiliary.
- **Common Grounds (Chair: Steve Honard):**
 - Steve Honard has contacted a company for a proposal to abate serious erosion on the path ending at the far end of Seneca Ridge Drive. He has put caution tape around the area.
 - He has also arranged for tree removal, but it has not yet been accomplished.
- **Architectural Review (Chair: Lea Nigon):**
 - **ARC applications:** Applications #18-20 to #18-23 were approved by the ARC committee in the past month.
 - **Violation Complaints:** Lea Nigon moved that the board go into executive session at 7:50 pm to discuss progress in the 6/02/18 Neighborhood Inspection Report. Debbie Voloshin seconded, and the motion carried. At 8:03 Lea Nigon made a motion to return to regular session, Colleen Kerrigan seconded, and the motion carried. No further board action was taken.
- **Newsletter:** Lea Nigon reviewed a draft of the newsletter which should be mailed with the directories in early September. The date of the Homecoming Parade road closures is not yet available.

Unfinished Business:

- **Asset Assessment Report:** Steve Honard hopes to obtain a cost replacement of the paths at the same time the path erosion is corrected.
- **Directory:** Colleen Kerrigan distributed copies of the new directory to board members, who congratulated her on a job well-done. The remaining directories will be mailed with the newsletter in September.

New Business:

- **Review of/changes to Standard Record Report:** Lea presented a draft, and the board discussed a few changes and additions, generally regarding ARC applications.

- **Augusta Drive Community Meeting Report:** Lea will put the report on Listserv for the benefit of the community.
- **Virginia Legislative Update:** The board reviewed the 2018 legislative changes affecting HOAs. Debbie Voloshin reported that she is currently including all the required closing packet information now required by the Common Interest Community Board. Lea Nigon will ask the attorney what changes to Policy Resolution 12-1 might be advised.

A motion to adjourn the meeting at 8:52 was seconded and carried.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: September 13, 2018, 7:00 pm, at Cascades Library Group Study Room