

Boxwood Property Owners Association

Annual Meeting

Monday, March 18, 2013

Minutes

Call to Order: The annual meeting was called to order by President Steven Clay at approximately 7:07 pm at the Wigginton Chapel of Diuguid's Funeral Services at 811 Wigginton Road.

Welcome and Introductions: President Steven Clay welcomed the members of the Association and introduced the other board members in attendance who had served in the prior year (Scot McCarthy, Cheryl Morris, Erica Pitzer and David Corry) along with Jennipher Lucado of Brownstone Property Management.

Minutes: Randy Fischer made a **motion to approve minutes** for the Monday March 19, 2012 Annual Meeting as submitted with an amendment to change from "Pool liner was replaced" to "Pool cover was replaced" in the committee reports, seconded by Andrea Singy, and unanimously approved.

State of the Association: President Steven Clay gave a report on the state of the Association, the highlights of which included: landscaping contract with RSG Landscaping and Lawn Care was renewed at a lower rate than its initial bid based on other more competitive bids; a new complaint procedure was adopted by the board due to a new statute adopted by the General Assembly of Virginia; and the Association dues were increased for the first time in the history of the Association after finding the budget stretched too thinly to maintain and replace common property and doing a market study of other associations.

Pool Committee Report: Cheryl Morris reported on behalf of the committee, as follows: There were more incidents at the pool this past year that required the pool to be closed and treated for health reasons and for the derecho storm. The health-related closings are being addressed by the board with a rule change making it clear that swim diapers are required and upgrading the security system to be able to identify those responsible. The pool is slated to be open the weekend of May 18 with an Ice Cream Social sponsored by the committee to follow a few weekends after. The contract with our pool maintenance provider will be renewed. An upgraded filtrations system that he recommended is expected to lower ongoing costs related to maintaining pool chemical balance and replacing water. Grouting will be completed before opening. A new form for reservations will be used to correct misunderstandings about what a "reservation" includes and excludes (number of guests; no other events at the same time; must follow the rules; pool still open to all members).

Financial Report: Jennipher Lucado gave the 2012 Financial Report. The budget was exceeded overall by \$412. This was attributable to exceeding the budgeted amounts in postage and printing (extra mailing), maintenance and repair, water and sewer (new storm-water tax), pool maintenance/pool chemicals and supplies (health related treatments; derecho storm clean up; new chemicals for new filtration system), and pool attendants. There were savings in other budgeted areas so the overall deficit was limited. The deficit was covered with excess funds in operating account from prior years.

Social Committee: Erica Pitzer reported for the committee, as follows: Last year we had an Easter Egg Hunt, Ice Cream Social, Luau at a rainy day location, Halloween Parade and Event, Holiday Lights Contest with Caroling Event and sponsorship of a local family for gifts, and continued Adopt a Street. We have a set of volunteers for the annual Easter Egg Hunt event coming up. The Ice Cream Social is also covered and should be in June. We need volunteers for the Neighborhood Yard Sale event (hopefully in the spring), the Luau (hopefully in July or August), and Adopt a Street. If there are not volunteers to take on activities, the committee considers that a sign that they may not be of sufficient interest to continue. The committee will solicit volunteers as the year goes on for events further out.

Homeowner Comments to Board:

Member Bob Kite asked how the board deals with **maintenance of vacant lots** and asked why the Association doesn't simply mow them regularly. Jennipher Lucado outlined the process of sending letters and then either having RSG do it and putting a lien on the property or notifying the city which mows it and puts a lien on the property. Until the owner has notice of a violation, the Association has no right to enter the property and take action.

Member Erica Pitzer noted that many **mailbox posts** are in poor shape and some have birds' nests in the box below. She suggested asking owners to address this in a newsletter for spring cleaning and having the board get proposals from vendors interested in doing several at a set rate.

Nominations to the Board: President Steven Clay opened **nominations for two year terms** on the Association Board of Directors. **Richard Brashier** placed his name in nomination, seconded by David Corry, and he was unanimously elected to a two year term. **Megan Murphy** placed her name in nomination, seconded by Steven Clay, and she was unanimously elected to a two year term. **Matthew Johnson** put his name in nomination, seconded by Scot McCarthy, and he was unanimously elected to a two year term. There being no further nominations for two year terms, nominations were closed. President Steven Clay opened nominations for filling the **vacancies not filled last year with one year terms** on the Association Board of Directors. **Scot McCarthy** placed his name in nomination, seconded by Megan Murphy, and he was unanimously elected to a one year term. There being no further nominations for one year terms, nominations were closed.

Annual Meeting: David Corry **moved that the annual meeting next year be held on Monday March 17, 2014** at 7:00 pm, Cheryl Morris seconded, and unanimously approved.

Door Prizes: Drawings were held for door prizes. Three members in attendance were randomly selected and were presented \$30 gift certificates each.

Adjourn: **Motion to adjourn** made by David Corry, seconded by Scot McCarthy, and unanimously approved. Meeting adjourned at approximately 8:10 pm by President Steven Clay, whereupon the new board members met briefly to exchange contact information and set their first organizational meeting for April 22, 2013 at 7:00 pm.

Submitted by

David Corry

BOXWOOD PROPERTY OWNERS ASSOCIATION
MEMBERS PRESENT AT ANNUAL MEETING
HELD MARCH 18, 2013

Richard Brashier
504 Lady Slipper

Steven Clay
129 Marguerite Dr

Robert & Gail Copelan
219 Honey Tree Ln

David Corry
515 Lady Slipper Ln

Kevin Fabulich
140 Marguerite Dr

Randall & Ione Fischer
539 Lady Slipper Ln

Kenneth & Patricia Hawkins
544 Lady Slipper Ln

Matthew Johnson
351 Wild Turkey Rd

Scot McCarthy
535 Lady Slipper Ln

Kevin & Susan Moreland
301 Wild Turkey Rd

Daryl Morris and Maureen Sheedy-Morris
500 Lady Slipper Ln

Sonny & Cheryl Morris
341 Wild Turkey Rd

Daniel and Megan Murphy
410 Harvest Ct

Erica Pitzer
162 Marguerite Dr

Harold and Margaret Schmitt
329 Wild Turkey Rd

Andrea Singy
352 Wild Turkey Rd