

Hollymead Citizens Association
Board of Directors Meeting
February 9th, 2009
7:00 p.m. – 9:00 p.m.
Silver Thatch Inn

Approved Minutes

Board Members Present

Charlie Smith (President)
Carole McIvor (Vice-President)
Nancy Zingrone (Secretary)
Jim Bone
Jeff Boutet
Pete Chapman
Anna Freshwaster

Trish Cuthbert (Treasurer)

HCA Members Present

Stephanie Johnson

1. Approval of January 12th, 2009 Minutes

Minutes approved with amendments.

2. Approval of February 9th, 2009 Agenda

Nominations and Election moved to Item 3. Agenda approved.

3. Nominations and Election of New Director

Pete Chapman nominated Stephanie Johnson to fill the seat on the Board vacated by Jeff Qureshi, the term of which ends in 2011. Jim Bone moved that Stephanie Johnson be appointed to fill the seat. Nancy Zingrone seconded. The motion passed unanimously. Stephanie agreed to serve on the Grounds and Pool Standing Committees and also on the Recreation Committee.

4. Secretary/Treasurer's Report

No Secretary's report was given. Trish Cuthbert gave the Treasurer's Report. Trish presented the final January 2009 Balance Sheet and Profit and Loss. Jeff Boutet raised the question of what it would take to change the assessment to an annual billing. Charlie Smith reviewed the HCA documents and found that there is nothing to prevent such a change. After a discussion the Board decided not to move forward on the option of monthly billing.

5. Reports from Standing Committee

a. Pool Operations

Jim Bone informed the Board that he and Charlie Smith had not been able to meet with Pete Chapman to review Pete Chapman's bid for pool management. Discussion was deferred to the March meeting. Also deferred were the drain quotes from VA Pools and Gunnite, and KNH's pool-related quotes. Trish Cuthbert noted that Pete Chapman's bid should include pool accounting tasks. Charlie Smith brought up the question of pool insurance. It was decided that Charlie Smith, Jim Bone and Pete Chapman would discuss this in their bid meeting and report to the Board at the March meeting.

b. Jim Bone led a discussion of the amount of non-resident pool memberships we should pick up in 2009, the payment schedule and how that would differ for resident and non-resident members, what the pool applications, rules and other forms will contain, and whether or not membership cards should be used in 2009. After suggestions from Trish Cuthbert, Charlie Smith and Jeff Boutet on the membership card issue, the topic was deferred to the March meeting.

b. Finance

Trish Cuthbert reported that homeowners in arrears for nine months had been sent to collection. She noted that according to the HCA documents, being 30 days past due was sufficient to send outstanding dues to collection but that in the case of the present past due invoices, it had been decided to wait before that step was taken. Jeff Boutet asked for verification that \$500 was allocated to spend on the updating of the Hollymead website and the switch to the new hosting service. Charlie Smith verified that amount as being budgeted. He noted that only potential over-budget expenditures required specific authorizations of the Board. Jeff Boutet asked about funding for any recommendations made by the Recreation Committee that might be approved by the Board in the future. Charlie Smith said funding for recreational improvements would almost certainly be allocated from unspecified reserves.

c. Trash

Jim Bone reported that the contract with Allied Waste was ready to sign and no recent complaints about the service have been made by Hollymead homeowners. Trish Cuthbert noted that the new contract no longer had a fuel recovery clause. Charlie Smith mentioned that the contract is renewable in three years unless the HCA cancels the service prior to the end of the contract period.

d. Neighborhood Liaison

Charlie Smith reported that Reed Broadhead from the Forest Lakes Board had confirmed that no money to compensate for the damage to Lake Hollymead had been received from the new landowner on the opposite side of Route 29.

e. Townhome Liaison

Carole McIvor announced that the Somer Chase Townhome Homeowner's association meeting was scheduled for 7:00 p.m., Monday, the 23rd of February, to be held at the offices of Condominium Management on Spotnap Road.

f. Neighborhood Watch.

No report was given.

g. Communications

Nancy Zingrone noted that the newsletter and Jim Bone's pool applications and information forms would be put together prior to the next meeting. Some suggestions of content were made. Jeff Boutet reported on the progress being made on the design of the new website and the relationship of available features of the new site to the existing Yahoo group.

h. Design Review

No report was given.

i. Grounds/Landscaping
No report was given.

j. Nominating Committee Report
No report was given.

6. Old Business

a. Lake Trail.

Further discussion of the Lake Trail project was referred to the Recreation Committee.

b. Pond Maintenance

Charlie Smith led the discussion of necessary maintenance to the two pond in the Hollymead neighborhood. Jeff Boutet asked for a ball-park estimate of what this maintenance would cost. Charlie Smith thought around \$100,000 for both ponds.

7. New Business

a. Trish Cuthbert led a discussion of the proxy ballots for the upcoming Annual Meeting. Nancy Zingrone was designated the proxy votecaster. Charlie Smith polled the Board and the meeting date was set for Thursday, April 23rd, 2009. The venue was tentatively set in the Fellowship Hall of Peace Lutheran Church on Broad Crossing, pending confirmation from staff at the Church.

8. Next Meeting Date: March 9th, 2009

9. Meeting was adjourned.

With no objections, the meeting was adjourned.