

Arrowood Homeowners' Association
Board Meeting
September 13, 2012

The September 13th meeting was called to order at 7:31 PM at the Buckhall Fire Department.

Attendees:

Chris Spicer – President
Karen Hatcher – Vice President
Kathryn Scott – Secretary
Aaron Gregory – Treasurer
John Irvin – At Large/ARC
Marci Looney – At Large
Bill Gee – At Large

The meeting agenda was approved.

Minutes: The meeting minutes for June 7th and August 2nd were read and approved. Due to numerous schedule conflicts, the Board was unable to meet in July.

Finance Report – dues collections: Aaron gave an update on the Accounts Receivable reflecting 24 delinquent homeowners. Letters were sent to fifteen homeowners owing less than \$400, of which five have now paid. The homeowners owing more than \$400 have been turned over to the attorney. Per our Covenants, we will get back all court costs and part of the attorney fees. Three homes are in foreclosure. At the October meeting, we will re-address the delinquencies to see if others need to be turned over to the attorney.

Old Business:

- 1) **ARC Violations – follow up needed:** Inoperable basketball hoop on Station Road – Chris called 1-800-Got-Junk and was told they would remove the basketball hoop for between \$99 -\$169. Chris called Coon & Purnell and was told that we could have the basketball hoop removed. Chris made a **motion** to authorize up to \$150 for our lawyer to write a letter to the homeowner before the removal and up to \$169 to have the basketball hoop removed. John seconded the motion. Ayes: Karen, Kathryn, Aaron, John, Marci, Bill. The homeowner will be invoiced for the total cost incurred. John will send an ARC violation letter to the following homeowners: Linden Wood – trailer in the yard on the side of the house; Arrowood – did not submit an application for yellow paint on the foundation and trim; Dickinson Court – did not submit an application for blue siding. John will send a second letter to the homeowner on Grand Court – one address with two trailers, one in the yard and one on the grass.
- 2) **SWMA:** The homeowner on Moore Drive confirmed with Marci again that the HOA owns the property outside the SWMA fence that backs up next to his property. He said if the HOA will mow the area one time, then he will maintain it.
- 3) **VDOT:** Bill called to put our subdivision on the list for the streets to be cleaned and to have the storm drains cleaned from the weeds growing out of them.
- 4) **Management Company Updates:** Chris gave each Board member a binder from Sequoia Management Company with a proposal for a financial management option and a full service management option. The Board briefly reviewed and discussed the proposal. The Board agreed for

Chris to set up a meeting with Sequoia Management Company. Since the September meeting, Chris followed up on a community member recommendation and called Capitol Property Management. They sent Chris an electronic proposal for a financial management option and a full service option to share with the Board members. Chris set up a meeting for the Board to meet with both Capitol and Sequoia. The meeting with Capitol was attended by Chris Spicer, Karen Hatcher, Kathryn Scott, Aaron Gregory, John Irvin, Marci Looney, and Bill Gee. The meeting with Sequoia was attended by Chris Spicer, Karen Hatcher, Kathryn Scott, Aaron Gregory, Marci Looney, and Bill Gee.

New Business:

- 1) **Fall Yard Sale date:** The yard sale will be on September 29th from 8:00 AM – noon, rain or shine. Chris will send out an email blast, Aaron will put an ad on Craig's List, and we will put a sign on Liberia Avenue and the Prince William County Parkway near our back entrance.

ARC Report: none

Neighborhood Watch: none

Incoming Correspondence: none

Community Time: none

The meeting was adjourned at 8:40 PM.

Respectfully submitted,
Kathryn Scott
Secretary