

Arrowood Homeowners' Association
Board Meeting
March 13, 2013

An Executive Session of the March 13th meeting was called to order at 6:35 PM at the Buckhall Fire Department.

Attendees:

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

Sequoia Management Company: Jessica Azzarano, Tricia Filbert

Absent:

John Irvin – At Large/ARC

Executive Session: The Board met with two attorneys from our new HOA Legal Counsel - Chadwick, Washington, Moriarty, Elmore & Bunn. Attorney Brendan Bunn and Attorney Alexandra Spaulding, who will be our community representative, introduced themselves, told a little about their company, what they would do for us, and answered questions.

The regular meeting was then called to order at 7:10 PM.

Community Member Attendees: Terry Monroe, Jason Pedicord

Recognition of Homeowners/Resident Forum: Question concerning the HOA meeting signs that are posted at the front and back of the subdivision and how old and worn they look. Jessica will look into bids for new signs. Question concerning solar panels on roofs. Jessica shared a change made in July 2012 to the Virginia Property Owners' Act concerning solar panels. Question concerning new recycling bins as there was discussion in May, June, and August 2011 minutes. The HOA would not be taking on that expense at this time. If homeowners want to get in touch with Republic, our trash company, new recycling bins on wheels could be provided at the homeowner's expense.

Minutes: The meeting minutes for February 13th were read. Chris made a **motion** to approve the minutes and Marci seconded the motion. The vote was unanimous.

Committee Reports:

ARC: One application was in dispute after the Board denied the application. The homeowner will come to the April meeting to appeal.

Unfinished Business - Management Report:

1) **Entrance Sign/Monument Installation:** Tabled

- 2) **Entrance Plum Tree Removal:** Chris made **motion** to have Premier remove the fallen tree at no cost to the HOA. Aaron seconded the motion. The vote was unanimous.
- 3) **2012 Reserve Study Proposals:** Tabled until the April

New Business - Management Report:

- 1) **Financial Statement analysis for the month ended 2/28/13:**
 - a. **Virginia Commerce Bank CD Rollover:** The CD was rolled over for one year. The penalty was too much to take out and move. We may look into closing it. We may need funds later for repairs.
(Kathryn had to leave during the next agenda item and Tricia Filbert continued the writing of the minutes.)
- 2) **HOA Trashcan Storage Options:** The Board discussed options for trash hides and deferred to the ARC to propose guidelines. Management will provide ARC with samples of guidelines from neighboring communities for comparison.
 - a. The Board directed management to halt trash can violation notices until the guidelines are firmly in place. Management will however continue to cite maintenance issues. The Board proposed to have the guidelines for trash cans/hides firmly in place by the April meeting. Board will put a notice on the website that the trash can hide issue is being discussed and solicit homeowner input. Management informed the Board of the process involved to amend the Declaration in order to update articles and bring it current, a flier is suggested to be included with the annual meeting notice.
- 3) Bill will chair the Rules Review Committee. Homeowner Terry Monroe volunteered for the rules review committee.
- 4) Management suggested a baseline study or survey to obtain a snap shot of the improvements that currently exist in the community. The Board opted for the survey, once sent homeowners will have 60 days to return it to the Management office.
- 5) May meeting is rescheduled tentatively until 5/22/13 pending availability of Buckhall VFD.

Adjournment:

- 1) Bill made a **motion** to adjourn the meeting to Executive Session at 8:48 PM. Marci seconded the motion. The vote was unanimous.
 - a. Account 98175 requested a payment plan
 - b. Account 49124 requested a payment plan
- 2) Aaron made a **motion** to adjourn the Executive Session at 9:00 PM. Marci seconded the motion. The vote was unanimous.
 - a. Account 98175: Marci made a **motion** to accept the proposed payment plan of ½ the balance due payable by March 31, 2013 and the remaining balance by April 30, 2013. Aaron seconded the motion. The vote was unanimous.

- b.** Account 49124: Bill made a **motion** to accept the proposed payment plan of ½ the balance due payable by March 31, 2013 and the remaining balance by April 30, 2013. Karen seconded the motion. The vote was unanimous.
- 3)** Karen made a **motion** to adjourn the meeting at 9:12 PM. Aaron seconded the motion. The vote was unanimous.

Respectfully submitted,
Kathryn Scott, Secretary
Tricia Filbert, Sequoia Management Company