

Emerald Hills BOD Meeting

September 10, 2017

Attending: President, Nicole Baucom Treasurer, Jack Cameron
 Vice President, John Muire ARC Chair, Jim Eiland

The meeting was held the Yancey Fire Station Hall and called to order by John Muire at 6:34.

Opening remarks:

Review the agenda

Minutes of the last BOD meeting (6/4) were passed out – approved via e-mail they were posted.

The Webmaster will post the approved minutes.

Mona has indicated that she will use the recording to write the minutes.

Treasurer report:

Review of the financial statement by Jack Cameron

He handed out copies APMS reports (income statement & year to date)

Income = \$10,528 (year to date)

\$13,027 = expenses

Income is \$2,500 less than expended

Big expense this year was:

Maintenance of the common area.

Discussion of Letter from County of Augusta re: high grass in common area A. The letter specifically mentioned that we had 10-days to fix and trim it down to 15-inches. Jack contacted the County and negotiated a better date than the Initial deadline of 10-days. The trees on the face of the dam and the brush were cut down.

The HOA also had to pay for clean-up left by the Duncan's (clean-up work was completed by Village Garden Center).

Poppy's did clean-up work in the common area wetlands.

Poppy's contract for landscaping will need to be renewed for next year. He has not increased his price in several years.

Treasure reported an account balance of \$35,000 on hand. (this includes operating account and reserve account). The bottom line should be kept above \$32,000.

The bank account has been moved from First Bank & Trust to the new bank. This action item is complete.

There are over \$1,700 in uncollected fees there are five properties that are past due on payment of annual fees. (three properties have liens)

One property owner owns over \$500.00

APMS applied late fees on several members who were slightly late. The Treasure requested that they reverse the late fees on those property owner checks that came in late.

\$3,900 of unplanned expenses – the majority of this was the clean-up and mowing work.

Discussion of increasing the annual fee from \$55.00 to \$65.00

There are 182 lots - implementing a \$10.00 increase will take a while to get the balance caught up.

One option is to add a special assessment to handle the recent unplanned expense; this will need to be brought up at the annual meeting. The goal is to have a zero cash flow. The additional fee amount will cover the additional mowing. A long time ago the assessment was \$100.00 per year; it is much lower now.

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The County enforces the Chesapeake Water Preservation Act requirements associated with maintaining the dam and wetland area.

Architectural Review Committee (ARC) Update

Overall traffic has slowed down with respect to the number of ARC requests submitted.

There is a request to install solar panels on a roof at one residence. The application has not been seen as of 9/10. State of Virginia Code makes it difficult to say no to solar panel installations.

APMS Inspections

APMS has said nothing about this. It has not been scheduled. Inspections are due in April & October.

The letters are sent out by APMS when there are deficiencies noted.

The letters need to be reviewed with APMS to make sure that they are courteous.

There is a mildew problem on 15-20 houses; APMS would need to send out that many letters.

Webpage

Jack gave an update of his work regarding the web site and community e-mail system and address list.

No one has ever offered to help out with the webpage.

The Database using Lotus Approach Data System (started in 2004 by Jack Cameron) is being phased out.

Jack took over from Pat and developed the new database from what Pat Maddox provided,

APMS handles correspondence so the database can be (and will be) retired. The plan is for 2017 to be the last year for the Lotus database that has been in use for several years.

Sales & Welcome

As of 9/8 there are five properties on the market.

Fred had been delivering welcome packages, but no one has come forward to take over this task.

There are things that go to the new owners that they need to have regarding the Home Owners Association.

Welcome packet goes to the new owners (personally delivered) to confirm that they get it.

They also receive an Architectural Design Review form.

There was a recent \$300.00 fee for providing a disclosure packet.

The cost that is charged is dictated by The Virginia Code.

It is best if someone drops by to say hello to new owners.

Stark did the last two visits.

Mrs. Cameron did one new owner visit.

Ask at the board meeting on 9/11 if someone will help with visiting new owners.

By laws-update

Nothing has been done since the last meeting in June.

The governing documents (by-laws) were done a while back and things need to be updated. The law has changed to allow homeowners to attend all, including BOD meetings; covenants need to be updated.

There is nothing in there regarding enforcement, nothing in there for maintenance. The ARC is a key part in the Board function. Recommend using the lawyer that APMS uses for other HOAs to draft the new homeowners covenants for EHHOA.

Discussion regarding Terry Weaver not following through on recommendation to re-write the

The Board needs to push this with APMS.

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Discussion of the process for getting the new covenants approved once they are written. A copy could be sent out to all homeowners for review and provide a stamped envelope to send them back.

Unfinished Business

RV Parking

16 Marie Court

An exception was written; however it is still there.

Inform APMs that they need to move the RV.

Boats and trailers cannot be in front of homes.

There are guidelines on this stuff. There are short-term parking provisions.

Donations:

This will come up at the annual meeting. Every year donations have been \$250.00 each to the Yancey Fire Station and the Augusta County Library.

BOD Positions:

Candidate for BOD positions.

Nicole's term as President is finished.

Nicole has a nominee for Board President; his name is Jacques L'Heureux (401 Wyndham Hill Drive).

John has agreed to take over Treasurer duties from Jack. APMS is now providing the reports.

The Secretary position will become vacant (possible Karen Quick) – Mona wants to be off of the Committee.

Jim Eiland wants to step down from ARC Chair position (he still wants to be on the Committee)

Nicole says she is willing to be ARC Chair.

Meeting adjourned at: 7:34 pm

Respectfully formatted / submitted by: __Jack Cameron (prior EHHOA Treasurer) __