

Emerald Hills Annual HOA Meeting Minutes

September 13, 2022

Board Members Present:

Jacques L'Heureux	President
Suzanne Reich	Vice President
Nicole Baucom	Chair Architectural Review Board
Todd Parks	Treasurer

Tyler Michael APMS Account Representative

Homeowners/Members in Attendance:

Reese Smith	Lauri & Mike Simmonds	David Jackson
Thresa Elia	Brian & Andrea Felice	

Meeting was held in person at the Yancy Fire Station.

Meeting was called to order at 6:32 PM by HOA President Jacques L'Heureux. Jacques welcomed all attendees and introduced board members and requested that homeowners in attendance also introduce themselves. A copy of the meeting agenda was provided at the sign-in table located at the door.

Proof of Notices and meetings.

Both e-mail and letter notifications of the meeting were sent out to homeowners by APMS in August.

First order of business was a description of agenda and review of the September 2021 meeting minutes. Minutes from the annual meeting held in September 2021 were read by Jacques and were approved by Nicole, seconded by Suzanne.

Architectural Review Committee:

Nicole reported that during the past year there have been 20 requests received and approved. Committee wants to remind homeowners that any requests must be submitted using the online form and submitted via U.S. Mail to the P.O. Box. Clarification was provided for the new homeowners in attendance that an ARC was not required for re-roofing and that metal roofs are not allowed.

Treasurers Report:

	<u>August 2022</u>	<u>August 2021</u>	<u>August 2020</u>
Operating Fund	\$7,908.88	\$10,345.59	\$10,661.14
Reserve	\$25,601.01	\$25,575.43	\$25,549.89
Petty Cash	500.00		
Total	\$34,009.09	\$36,011.02	\$33,211.03

Per the July 2022 statement from APMS there are still several homeowners who have not paid the annual assessment for 2022; additionally, there were four who have not paid since last year. A summary of major recurring expenses was discussed.

VP Report:

Suzanne discussed updates to the HOA web and Facebook. She also talked about keeping the homeowner e-mail list up to date.

Tighter controls are planned for the Facebook page. Moving forward access will be by invite only.

Suzanne discussed the previous recommendation to make a small portion of the open land available for use as a community garden. A request was made for volunteers to assist with that initiative; however no one stepped forward. Further discussions are planned regarding the feasibility of making space available for planting wild flowers, vegetable garden and/or fruit trees.

Suzanne also discussed the possibility of having a UVa / Virginia Tech tailgate party on game day which is the last Saturday in November. Details to follow regarding the time and location.

Presidents Report:

Jacques provided an update regarding the neighborhood watch program. He reported that a couple of months ago the Augusta County Sheriff's Department responded very quickly when a report was made regarding an out of state car with tinted windows was loitering in the neighborhood. The current Sheriff's Office point of contact for the neighborhood watch program is Lt. Snyder.

(e-mail jsnyder@co.augusta.va.us)

An update was also provided regarding VDOT's road resurfacing plan for the neighborhood. A few pot holes were repaired during the summer. This week VDOT showed up with heavy equipment and resurfaced Johns Valley Road. The full extent of the planned work for this fall is unknown. An e-mail sent to one of the homeowners from VDOT indicated that the long range plan is to resurface the neighborhood roads during 2024.

Normally meeting minutes are posted on the webpage; however the Webmaster has been tied up with other priorities and has not had an opportunity to do this. A request was made at the meeting for someone to volunteer to assist with updating the web. There were no volunteers.

Jacques talked about what the HoA by-laws say regarding Board positions. They are 2-year positions. Jacques has been serving as President for 5-years and requested to be relived later this year. Copies of the Board Member nomination form were handed out to all homeowners in attendance. Three of the Board members plus the Secretary live on Wyndham Hill Drive. Volunteers from other parts of the neighborhood are welcome to participate.

An update regarding the Events Committee was provided since Kathy Bateman (Events Committee Chair) could not attend the meeting.

Property Management Company Update:

APMS representative Tyler Michael reported that the annual insurance policy has been paid and that APMS plans on getting bids for an alternate liability insurance carrier for next year. He offered to assist with soliciting alternate bids for landscaping work. The feasibility of placing a portion of the reserve funds in a long-term CD that earns a higher interest rate than the current money market account was discussed. One option from the Nevada bank was a 33 month CD that pays 2.47% interest. A proposal was made to place \$10,000 from the reserve fund in a CD, this proposal was seconded by Todd.

New Business:

The process whereby e-mails are being screened before being distributed to the list-serve was discussed. The current practice is for e-mails to be screened by Suzanne or Carey (both who have full-time regular jobs) prior to sending out to the neighborhood. There have been complaints in the past that this process has taken too long. The rationale for screening prior to distribution was provided. Comments from the homeowners in attendance was solicited regarding opening up the system wherein anyone in the neighborhood could send out an e-mail to the neighbors whose e-mails are on the list-serve. The Board agreed that if there were some inappropriate e-mails, this issue would be reviewed and tighter controls placed on the HoA List-Serve e-mails. In a situation such as locating a lost dog or lost cat sending out an e-mail expediently would be very beneficial.

Accountability with respect to following (not following) the bylaws was discussed as a follow-up to last year's meeting. A request to assist the Board was made to review a fine process; no volunteers stepped forward at the meeting.

The date for the next annual Yard Sale is planned for May 20th. (this date was selected at the recent Board meeting)

Meeting was adjourned at 7:34 PM

Closed Session:

At the Closed Session (Board Members only in attendance) held immediately after the regular meeting, a suggestion was made to provide an incentive for homeowners to volunteer to serve on the board. The proposed incentive was for certain positions such as President, VP, Treasurer, Secretary and Webmaster be held exempt from payment of the annual HoA assessment for each year that they serve on the Board. This issue will be discussed during the next few months.