

WHITE BIRCH CIRCLE HOMEOWNERS ASSOCIATION

BOARD MEETING JANUARY 19, 2020

The White Birch Circle HOA quarterly Board meeting took place at the home of Mike Stoudenmire. Present were Mike Stoudenmire, President; Bob Anderson, Treasurer; Stephen Leggett, Facilities Administrator; Dwight Morgan, Secretary. The minutes of the October 2019 Board Meeting and the November 2019 Annual Meeting were approved as submitted.

- **Treasurer Report**

- Former Treasurer Lorri Johnson has completed financial documentation for 2019 and transferred information to the incoming Treasurer Bob Anderson. Review of 2019 4th quarter Treasurer's report – accepted as submitted. The current balance is approximately \$24,000 with Approximately \$12,000 in Reserves.
- The Treasurer will investigate the feasibility of purchasing CD's to earn some interest for the Association. Will also determine if appropriate to incorporate a 'line item' for Reserves.
- Bob suggested that it might be appropriate to have a CPA review financial records.

- **Facilities Administrator Report**

- Wall Repair (Phase 4) – Working with Carrington Apartment manager to have space cleared so repairs can be made – approximately \$2,000 budgeted for repairs.
- Need licensed electricians to install outlets at Spa. Bob Anderson will solicit suggestions for companies/personnel to perform work.
- 'Nutgrass/nutsedge' issue: Dwight Morgan (Sec.) will send a mailing to residents requesting them to 'opt-in' or 'opt-out' for chemical treatment of their front yard (cost of treatment is included in 2020 Assessment Fees). Treatment of back yards (at homeowner's own cost) is recommended since the 'weed' is easily spread. All homeowners are encouraged to 'opt-in' for the front yard treatment as a minimum to help control this nuisance. Homeowners will be requested to respond no later than April 1<sup>st</sup> to provide time for arrangements. The common area will be treated regularly to eliminate/control the spread of this noxious weed.
- Stephen Leggett will contact Dominion Energy about installing a security light in the gazebo area.

- **Architectural Review Committee** – No one has volunteered to serve on this committee.

- **Old Business**

Stephen Leggett continues to follow-up on the legal matter of the BJ Blanchard nonpayment of assessments and the associated accrued delinquency fees.

- **New Business**

- WBCOA Documentation (Covenants, By-Laws, Standards, etc.) It was agreed that a review of all existing documentation is in order – the objective being to assure current relevancy, compliance and means of communication. Included in this review would likely include the addition of a formal system of reporting violations and associated fines/fees. Bob Anderson will initiate this review and make recommendations as to how best to proceed.
- Homeowner Participation – The relative low participation at the recent Annual Meeting is a concern as is the lack of homeowner involvement in standing committees. It was agreed to investigate and pursue some actions to try in an effort to improve communication and participation. One possibility is to have a social gathering for WBC residents. Board members are open to receive suggestions along these lines and indications of willingness to participate and/or assist.
- Annual Meeting Review: In addition to four (4) Board Members, there were only representatives from four (4) households present. It was agreed to conduct a survey regarding the 'day of the week and location' preferences for the next Annual Meeting - this survey to be conducted later in the year.

- **Next Board Meeting** – May 3, 2020 3:00 PM

Respectfully Submitted

Dwight D. Morgan, Secretary