

Estates at Dove Run HOA Board Meeting

Minutes for November 2, 2008

Directors present:

- Richard Green, Calvin Lindsey, Vered Verandak and Tim Wygant. Alison Segal was not present due to illness.
 - Jennifer Godlewski also attended to hand over the Corporate Secretary duties and information.

Agenda:

- **Architectural Review Update:**
 - ❖ Alison Segal will provide an update via email to the new Board members, since she was not able to be present at this meeting.
- **Elect new Officers:**
 - ❖ Richard will remain as President.
 - ❖ Calvin Lindsey will fill the Vice-President position.
 - ❖ Vered Verandak will fill the Treasurer position.
 - ❖ Tim Wygant will fill the Secretary position.
 - Jennifer handed over all leftover mailing supplies and documents. Will also email Tim the master homeowner list.
 - ❖ Jennifer will email all of the new members information to access the HOA's email account and email routing assignments will be changed.
 - Routing assignments for each of the 3 inboxes are as follows:
 - General – Richard
 - ARB – Alison Segal
 - Website – Jennifer Godlewski and Shawn Poulson
- **Assessment Status:**
 - ❖ Approximately 85% of homeowners have paid. This only leaves about 30 homeowners (other than foreclosures) that haven't paid.
 - The HOA's attorney recently sent a summons to those individual homeowners. The attorney will file liens if payment is not received within the specified period.
 - Reason for non-payment varies; flat-out refusal, financial difficulties and illness, to name a few. At this point no fees will be waived and no exceptions will be made.
 - ❖ A vote was requested by Jennifer Godlewski regarding a homeowner (name withheld for privacy) who requested an exception be made in his/her case to waive the late fee and interest charges. The homeowner requested the exception due to an extreme illness, which had caused him/her to neglect payment until recently.
 - A vote was taken (Jennifer did not vote, as no longer a board member) and the majority was not in favor of granting this homeowner an exception. The fees will not be waived, so as not to create precedence.

- **Planning of future Board Meetings:**
 - ❖ Meetings will be held once per month or as needed.
 - ❖ Question of whether to hold open or private Board meetings going forward.
 - Open Board meetings would require use of Library or other facility instead of meeting in Board members' homes. Unsure of necessity based upon realistic interest of homeowners.
 - It was suggested and agreed to start off with quarterly open meetings, with private meetings in between. This could be pared down to semi-annual open meetings, if there is minimal interest from homeowners.
 - The timeframe for the first quarterly meeting will be tabled until a decision is made regarding the next HOA member meeting, which may be scheduled for January.
 - ❖ Monthly meetings will be held on the first Wednesday of each month at 7:30. Quarterly meetings will probably be held on a Saturday or Sunday due to Library and homeowner availability.

- **Upcoming HOA Member Meeting:**
 - ❖ Richard would like to schedule for January to obtain approval for the next operating year's budget (budget runs calendar year).
 - This will also help get assessment invoices out sooner than last year.
 - Anticipates assessments will be significantly less than last year due to lowered capital expenditures (no landscaping project).
 - Does not anticipate adding "buffer zone" part of Radford's landscaping plan.
 - May consider having some of the landscaping replaced to be more drought-resistant and lower watering costs. Will consider getting estimates for this work in the future.
 - ❖ Board would like to look into activating online voting for future HOA issues.
 - The website committee will brainstorm ways to create secure voting online or via email.
 - It was suggested to mail a PIN to each homeowner to log in and vote online securely or accept votes only from verified email addresses connected with a Dove Run address.
 - The latter suggestion would require obtaining every homeowner's email address, otherwise a paper notice would still be necessary for those without email or access to the internet.

- **Update on Deed Restriction Violations (requested by new board member):**
 - ❖ Specifically, home with large addition in violation. Letter was never sent by attorney, the issue will be forwarded to the ARB to handle.
 - ❖ Question of what to do about absence of shutters on homes that back up to Dove Run Blvd. Debate over whether homeowners, builders or Town is now responsible for this violation.
 - ❖ Debate about presence of utility vehicles.

The next Board meeting will take place on Dec. 3 at 7:30pm at 907 Benalli Drive.