

**Boxwood Green Homeowners Association
Board of Directors Meeting**

June 14, 2018
50 Prince Phillips Ct.
Wirtz, VA 24184

Dick Heck called the meeting to order at 6:05 pm.

Present: Sam Bready, Randy Conklin, Linda Detrick, Dick and Helen Heck, Ken Hitchcock, Margee and Pete Kauffman, Elaine Murdock, Bob Temple, Mark Thompson, Jan and Leo Zevlas

Review of the Minutes: The review of the minutes of April 13th, 2018 was previously conducted via e-mail. Elaine Murdock made a motion to accept the minutes as written. Bob Temple seconded the motion. The motion passed unanimously.

Treasurer's Report: Bob Temple

Retained Earnings 12/31/2017	\$29,253.43
Income 2018	+ 15,347.55
Expense 2018	- <u>7,422.94</u>
Retained Earnings 04/13/2018	\$37178.04
Accumulated Reserves	<u>7,833.35</u>
Total Equity 04/13/2018	\$45,011.39

Dues invoices were mailed February 28th and were all paid as of May 15th. Four owners failed to pay on time and forfeited their \$55 rebate so dues income for 2018 is \$220 above the budgeted amount. No late fees or interest charges were levied. Four disclosure packets have been prepared for additional income of \$300. The remaining income is interest on the money market and checking accounts and the long term CD – all with American National Bank & Trust. Income for the remainder of the year will be limited to interest and disclosure packets. Expenses to date have been according to budget.

Dick Heck made a motion to accept the treasurer's report. Elaine Murdock seconded the motion. The motion passed unanimously

Secretary's Report: Linda Detrick:

The following emails were sent to the Boxwood Green homeowners:

- The minutes from the April 13th board meeting were sent May 4th...
- A notice detailing the proper use of the community email list as well as an explanation of the neighborhood Facebook page was sent April 19th.

- A notice explaining the security camera proposal and requesting feedback from the community was sent May 14th.
- A "Save the Date" announcement of the August 18th Annual Meeting as well as a request for new board members was sent May 14th.
- The 2018 Lottery for the Concrete Spaces in the Storage Lot announcement was emailed to the community on May 15th.

All communications were mailed to homeowners without email on the same day they were issued.

Committee Reports:

Maintenance Committee: Pete Kauffman

- Hoppes Tree Service removed the two hollies and their stumps at the entrance at a cost of \$750.00. Also, Pete mentioned the light fixture that shines on the Boxwood Green sign at the entrance is not working correctly and the fixture should be replaced with one that has a wider spectrum.

Hospitality Committee: Elaine Murdock

- The annual potluck picnic will be held from 5:00 – 7:00 p.m., August 18th, on Richards Way. The flyer will be included in the information packet that is mailed before the Boxwood Green homeowner's annual meeting.
- Elaine and Denise Korynta are looking for volunteers for the Welcoming Committee.
- Dick will make a plea at the annual meeting for volunteers to join the welcoming committee.

Architectural Review Committee: Randy Conklin

The board expressed their appreciation to Randy for the extraordinary amount of his time and effort necessary to resolve the many issues that occurred since the last board meeting.

- The ARC completed home sale associated inspections for Thane and Ann Drummond, Lane and Carolyn Speck and Guy and Lauren Harbert. While there are more "for sale" signs visible in the neighborhood, there are no official requests for inspections at the moment
- Randy believes the loose dog problem on Boxwood Green appears to be resolved as there have been no more complaints.
- A complaint from a neighbor revealed that a commercial firm, The Smith Construction Company, was using the community access ramp for commercial purposes not related to Boxwood Green. The company has been informed that they are not permitted to use the community dock, floater and boat ramp. A homeowner inadvertently gave them access to the dock assuming they were

working in the community, which was not true. All communications related to this incident are entered into the record.

- Unfortunately, the debris pile and dead tree problems on Lot 21 have not been resolved. After months of communications and numerous attempts to meet with the lot owner to settle this issue, it appears there is no "good faith" effort on his part to correct the appearance of the property.
- In addition to resolving this problem, the board needs to revisit the covenants, some of which are still in existence since the beginning of the development.

Mark Thompson made a motion that the Boxwood Green Homeowners Association Board of Directors request an official letter from Chadwick, Washington, Moriarity, Elmore & Bunn, PC, the Boxwood Green Homeowners Association legal counsel, to the owner of Lot 21 citing the covenants and requiring him to remove the dead trees and debris pile from his property. Linda Detrick seconded the motion. The motion passed unanimously.

Old Business:

Annual Meeting:

- **The annual Boxwood Green Homeowners meeting will be held Saturday, August 18th, at 10:00 a.m. at the Smith Mountain Lake Community Church – Church of the Brethren.**

Security Camera:

- The board agreed that due to the small number of responses received from the proposal sent to the community, it did not have a feel for the desires of the membership. A request for a "straw vote poll" will be included in the annual meeting mailing along with the ballots. The results of this poll will be announced at the meeting and will determine whether or not a security camera is installed at the entrance.
- Ken Hitchcock, head of the neighborhood watch committee, stated the cost of the camera to each homeowner would be twenty dollars for the first year, including installation and twelve dollars each year thereafter to maintain it. He asked that an explanation of when the information is viewed and who sees it is provided.

Dick Heck made a motion that we solicit from our members, in the form of a straw poll, their input on the security camera. The poll will be included in the packet of information for the annual meeting and the results of that poll, announced at the meeting, will determine whether or not Boxwood Green has a security camera at the entrance. Linda Detrick seconded the motion. The motion was approved unanimously.

Solar Energy: Mark Thompson

- A draft copy of suggested architectural rules, regulations and guidelines for solar energy devices was presented for further review.

NEW BUSINESS**Water Company: Pete Kauffman**

- When the Western Virginia Water Authority purchased the Boxwood Green Water Company in 2012, they held back \$10,000 because one of the well lots had liens attached. The holdback will be paid to Boxwood Green if the liens are cleared within a 10-year period and no drilling on another lot is needed due to the liens. Due to the recent activity by WVWA it seems wise to revisit the holdback sooner rather than later. Specifically, it is wise to discover who holds the liens now rather than waiting until 2022 when the holdback period ends. Margee visited the computer at the Clerk of the Circuit Court and could not find the necessary information in the sea of documents. Pete will try to obtain this information from the water company through our contact there.

Renter Use of Common Space

- Long-term renters are entitled to the use of the community boat ramp as well as one space in the storage lot if the property owner is not using an additional spot.
- Mark Thompson will review and revise the existing storage lot policy to be sure this is clear.

New board nominees

- The term of office of Dick Heck, president, and Elaine Murdock, member-at-large, will be completed on August 18th. Norm Schaaf has volunteered to run for the board, leaving one vacant position to be filled.

Bench on Boxwood Green:

- Margee will check with the homeowners where the bench is located to be sure there is no problem with its location adjacent to their lot.

Being no further business, the meeting was adjourned at 7:45 pm.

Respectfully submitted,

Linda C. Detrick, BGHOA secretary