

**Boxwood Green Homeowners Association  
Board of Directors Meeting  
June 5,2020**

Eric Cheney called the meeting to order at 5:30 pm.

**Present:** Eric Cheney, Linda Detrick, Sam Bready, Nadine Moore, Norm Schaaf

**Review of Minutes:** The review of the minutes for the January 31, 2020 meeting was previously conducted via e-mail. Sam Bready made a motion to approve the minutes as presented. Norm Schaaf seconded the motion. The motion was approved unanimously.

**Treasurer's Report:** Sam Bready

The April 2020 figures are as follows:

Retained Earnings 3/21/2020	\$44,198.12
Income April 2020	+ 3.74
Expense April 2020	- <u>354.28</u>
Retained Earnings 4/30/2020	\$43,847.58
Accumulated Reserves	<u>13,541.68</u>
Total Equity 4/30/2020	\$57,389.26

Linda Detrick made a motion to accept the treasurer's report as presented. Eric Cheney seconded the motion. The motion was approved unanimously.

**Secretary's Report:** Linda Detrick

- The date, time and location of the June 5, 2020 meeting was sent to all homeowners.
- A directory was sent via email to all homeowners requesting any corrections or additions.

**Committee Reports**

**Maintenance:** Pete Kauffman & Alan Detrick

- The following storage lot projects were completed: the updated inventory is complete and all signs are now up to date, the old boat was removed and the weeds were trimmed. The entrance gate was repaired and should be easy to open and close. The brush around the storage area will be cut back in the near future.
- All the street signs were cleaned and an initial trim of the entrance landscape completed.
- Recent flooding worsened the condition of the community dock and the anticipated repair and replace project should be considered sooner than later.
- VDot has been notified (and there is a reference #) of the deteriorating road in front of the bench on Boxwood Green.

**Architectural:** Randy Conklin

- Construction continues at several locations in Boxwood Green.
- The new home on the corner of Boxwood Green Drive and Royal Court has received ARC approval and is under construction.
- The renovation at 370 Richards Way is approved and underway.
- A concrete driveway, sidewalk and two pads in the rear of the house at 519 Boxwood Green is completed. Approval is pending for a dock addition with an anticipated start date of September 2020.
- A home inspection prior to potential sale was conducted at 600 Richards Way. Homeowners are reminded that Virginia law requires that prospective buyers receive the HOA packet with all the important community information including information on the covenants before the closing. The HOA packets are available from Nadine Moore.

**Hospitality:** Elaine Murdock & Denise Korynta

- The annual picnic will take place following the Annual Meeting on Saturday, August 17th. A flyer with all the information is forthcoming.

**New Business:**

- **The annual meeting will be held at the SML Church of the Brethren on Saturday, August 15th.** A quorum (20% of homeowners) is required in order for the meeting to take place. In the event it appears not enough homeowners will attend in person due to the uncertainty of the Covid-19 virus, the legal wording of the ruling that allows voting by proxy as well as instructions on how it should be done, will be sent via email in the near future.
- The request for nominations of new board members will be sent out immediately. Nominations must be received no later than July 8th so the ballots can be prepared.
- The ballots for the election of new board members will be sent out July 15th and due back no later than August 8th if the homeowner is not planning on attending the annual meeting. Ballots may be hand carried to the meeting.

**Old Business:**

- A breakdown of the cost of the new computer and software included in the 2020 budget was approved. A new printer will not need to be purchased at this time as the donated equipment is adequate for the routine work. Nadine & George Moore donated two file cabinets for the Bookkeeper and the Secretary's records.
- The association insurance policies were previously reviewed by the treasurer and found to be satisfactory.
- All homeowners should have received a copy of the directory via email and should send any corrections or additions ASAP to Linda Detrick.

**Complaint procedure:**

- If there is problem, the Board suggests addressing the issue directly with the people involved. If that action is not successful, the Board will attempt to resolve it.

**A reminder: Please make sure the cable at the community boat dock is locked when you are finished entering and exiting the ramp!**

The next Board meeting will be held after the Annual Meeting, August 17, 2020.

Being there no further business, Eric Cheney adjourned the meeting at 6:50 pm.

Respectfully submitted,  
Linda Detrick, secretary BGHOA