

Boxwood Green Annual Homeowners Association Meeting
SML Community Church – Church of the Brethren
Wirtz, VA

August 18, 2018

Dick Heck, President of the Board of Directors, welcomed everyone and called the meeting to order at 10:30 am. Margee Kauffman provided the definition of a Quorum and confirmed there was a Quorum in attendance.

Introduction of current Board of Directors: Dick Heck

- Dick Heck, president
- Mark Thompson, vice president was not able to attend
- Bob Temple, treasurer
- Linda Detrick, secretary
- Elaine Murdock, member-at-large

Introduction of new association members: Dick Heck

- Cynthia & Timothy Bower – Royal Court
- Darlene Didrickson Gorman & Sam Bready – Boxwood Green
- Sheila & Melvin Clark – Boxwood Green
- Tricia & Rich Huegel – Richards Way
- Crystal & Todd Irby – Prince Phillips Court
- Debbie & Russ Kemmerer – Boxwood Green
- Meredith & Tom Quinn – Richards Way
- Jana & Leo Zevlas – Royal Court

Appointment of Ballot Committee: Dick Heck asked for two volunteers to form the ballot committee and to count the ballots. Rebecca and Randy Conklin volunteered.

OLD Business:

Review of the Minutes of August 26, 2017: Since everyone received a copy of the minutes by mail, Dick Heck asked for a motion to approve the minutes as written. A motion was made to accept the minutes, seconded and carried by a show of hands.

Dick Heck recognized Bob Shafer for his work and guidance on the audit.

Linda Detrick thanked departing board members, Elaine Murdock and Dick Heck, for their generous and professional service on behalf of the community over the past several years. Having stepped in for Guy Harbert when he resigned to pursue out-of-town employment prior to his recent move, Elaine served for a four-year term.

Introduction of nominees: Linda Detrick introduced Eric Cheney and Norm Schaaf, the nominees for the two open board positions.

Treasurer's Report: Bob Temple

The Boxwood Green Homeowners Association Financial Summary for January to June 2018 was sent to every homeowner in the community before the meeting. Bob gave a brief summary:

Retained earnings 12/31/17	\$29,253.43
Income January – June 2018	+ \$15,380.20
Expense January – June 2018	- <u>7,744.84</u>
Retained earnings 06/30/18	\$36,888.79
Accumulated reserves	<u>7,833.35</u>
Total equity 6/30/18	\$44,722.14

Equity 12/31/2018 per budget	\$32,515.11
Projected equity 12/31/2018	\$33,550.96

Secretary's Report: Linda Detrick

There are two methods of communication within the community. The email list is for official notices from the board as well as alerts for lost pets etc. The Facebook page (BoxwoodGreen Neighborhood) should be used to buy, sell or advertise items, advertise upcoming events at the lake as well as to post pictures of events within Boxwood Green.

Committee Reports:

Architectural Review Committee: Randy Conklin

Current members of the ARC are Randy, Alan Detrick, Steve Garrett, and Sherri O'Brien. Volunteers are urgently needed to help with the many requests for approval of property changes and to perform inspections on homes that are for sale. These inspections are a necessary part of the Certification of Compliance requirement placed in the Home Owners Association packets. Since many of us travel, Randy asked to please give the committee advance notice if you are planning to move so the inspection can be done in a timely manner. The requirements and applications for ARC inspections and approvals are on the website www.boxwoodgreen.org. Some of the issues the ARC resolved this year included asking property owners to remove dead trees and reinforcing the leash laws for owners of dogs that were running loose.

Maintenance Committee: Pete Kauffman

Members of the committee are Pete, Gene McGuire, David Wiles, Ken Hitchcock and Alan Detrick. The committee is responsible for the maintenance of the boat ramp, storage area and some of the grassy areas as well as the sign and landscape at the entrance to the community. This year, two hollies were removed, shrubs were trimmed and new LED lighting was installed at the entrance. Volunteers last fall saved the community \$900 by getting together and blowing the leaves on Richards Way. Sam Bready, Eric Cheney and Norm Schaaf offered to help but the committee can still use more volunteers as well as a chairman,

Website: Margee Kauffman

The website www.boxwoodgreen.org is the resource for any information about the calendar, official documents, policies, meeting minutes, contact numbers for board members and committee chairmen, position descriptions, neighborhood watch and frequently asked questions. Our hosting company IHost Networks is encouraging a move to a Web-based development environment "Weebly" to replace the WebStudio desktop application that is no longer supported. Back to the Beach software is no longer in business. The current plan is to investigate the recommended product and begin a gradual transition off of WebStudio with simple maintenance continuing there until a revised site is ready to go on line.

Hospitality Committee: Elaine Murdock

Members of the committee are Elaine, Linda Detrick, Margee Kauffman and Denise Korynta. At the beginning of the year, the Board approved the combination of the Welcoming and Hospitality committees. There are four current activities scheduled: welcoming new residents, the Annual Potluck Picnic in August, the Christmas dinner (December 13th at the Blackwater Café) and monthly lunches at the Old Oak Café. Members of the committee are in the process of putting together a “Welcome Packet” for new residents. New residents are also encouraged to contact one of the committee if you would like a visit in your new home. Volunteers, as well as ideas, are both welcome and needed. An email is sent out the week before the lunch usually held the first Monday of the month at the Old Oak Cafe. Please respond if you plan to attend so we can provide an accurate reservation count.

NEW BUSINESS:

Home Security: Pete Kauffman

The neighborhood watch was created not to be invasive but to provide a community service. There are currently no chronic problems but as good neighbors, we need to be aware and have a sense of community – working together to keep an eye on things. The committee is working on completing a survey that will give residents the option of telling someone on the committee if they will be away and would like someone to check their property. The Sheriff’s department will also ride by more frequently if they are notified.

Security Camera: Dick Heck

Per the vote of 41 in favor and 14 against, Boxwood Green will be adding a security camera at the front gate.

Storage Lot Lottery: The winner of Pad 1 for the three -year period beginning September 1, 2018 through August 31, 2021, is Anita Hicks. John Soma was the winner of Pad 2 for the same time period.

Assistant treasurer: Dick Heck

After eight years, Margee is retiring from her position as assistant treasurer. The assistant treasurer is a paid position and fulfills all the financial responsibilities of the Association. Margee has agreed to stay on and help guide the next assistant treasurer but if a suitable candidate is not found within Boxwood Green, it may be necessary to hire a management company (at a greatly increased cost) to take over the financial responsibilities of the community. The requirements and remuneration for this paid position are on the website..

Solar Policy:

Mark Thompson is preparing a solar policy review to be presented at the next board meeting. Bob Shafer, who has reviewed the first draft of the policy, asked if we could have a professional from outside the community give a presentation and answer technical questions. The board will discuss this at the next board meeting.

Election Results: The ballot committee confirmed the nominations of Eric Cheney and Norm Schaaf to the board. Their exact positions will be determined at the next board meeting.

Linda C. Detrick
Secretary, BGHOA