

BGHOA Annual Meeting Minutes 2023

Boxwood Green Homeowners Association Annual Meeting
Smith Mountain Lake Community Church of the Brethren
6675 Burnt Chimney Rd., Wirtz
10:00 AM August 19, 2023

Call to Order, Quorum Call 10:00 AM: Pete Kauffman

Welcome: Pete Kauffman

Introduction of the Current Board:

Ronnie Gordon - Vice President (outgoing)
Sam Bready - Treasurer
Nancy Evans - Secretary (outgoing)
Linda Detrick - Member at Large

Nadine Moore - Administration

Introduction of New Association Members: Pete Kauffman

Jessica de Tournillon, 55 Queen Mothers Ct. (8/2022)
Dwayne and Lisa Wolters, 99 Royal Ct. (11/2022)
Chris and Lea Ann Eanes, 41 Queen Mothers Ct. (3/2023)

BGHOA Board Elections

- Introduction of Nominees: Pete Kauffman introduced Nancy Evans and Peg Mendenhall.
- Appointment of Ballot Committee: Pete Kauffman appointed volunteers, Rebecca Conklin and Linda Detrick to count ballots.
- Ballots were previously mailed and then returned by mail, in person to the dropbox, or in person to the annual meeting.

Old Business:

Review of Aug 20, 2022 Annual Minutes: Pete Kauffman
Since everyone received a copy of the minutes by email or mail, Pete asked for a motion to approve the minutes as written. Minutes unanimously approved. Printed copies were available for review.

Treasurer's Report: Sam Bready
Report distributed to neighborhood
Over budget: A1-R1 application fee, bereavement funds
Reserves are as expected
Special thanks directed to bookkeeper, Nadine Moore.

Secretary's Report: Nancy Evans
Creation of boxwoodgreenhoa@gmail.com
Digital organization of emails and documents

President's Report:

Review of 2022-2023 Accomplishments: Pete Kauffman

- *A1-R1 designation change
- *Storage area cleanup/reorganization
- *Dock renovation
- *Bench program
- *ARC/CSC committee separation into two committees/role of each

Committee Reports:

Architectural Review Committee: Randy Conklin

- *Report attached
- *Reminder to get approval for outside home changes

Maintenance Committee: Pete Kauffman (outgoing)

- * Addressed in president accomplishments

Web Site: Margee Kauffman

- *Using Word Press
- *Policies/Covenants/Forms available on website

Hospitality: Denise Korynta

- *Report provided, read by secretary
- *Report attached

Neighborhood Watch: Victor Evans

- *Program explanation
- *Call sheriff is there's something suspicious
- *Three block captains needed

Finance Committee: Bob Schafer

- *Report attached

Observations:

Dick Heck

- *Low attendance at annual meeting: implications? Ways to increase participation discussed:
 - *Possible date change (Victor Evans)
 - *Welcome Email (Randy Conklin)
 - *Separating Welcoming from Hospitality?

Peg Mendenhall

- *Kudos to Elaine Murdock for outreach to new members

Announcement of Election Results: Winners: Nancy Evans, Peg Mendenhall

Reminder of our annual neighborhood picnic in the Richards Way cul-de-sac at 5:00 PM this evening.

Adjournment: 11:20 AM

Motion: Alan Detrick/Second: Rebecca Conklin/Unanimously approved

2023 Architectural Review and Community Standards Committee Report

Members of the committee for this reporting period are: Alan Detrick, Greg Hudzik, Eric Cheney, Leo Zevlas, and Randy Conklin.

This past year, we received ARC Applications for changes to the exterior of homes, decks, and docks. If you are considering new home construction or modifications to the exterior of your home, please file an ARC Application prior to selecting a contractor. Please don't wait until the night before a construction crew arrives before contacting ARC for approval! Normally, two weeks' notice is sufficient. Please go to our website and read our Covenants and the Architectural Review Committee Operating Practices. The website is boxwoodgreen.org/.

If you have any questions about the ARC process, please call or email an ARC member who will help eliminate confusion and facilitate the process.

If you are planning to sell your home, an ARC member is required to make an exterior inspection of the home prior to the sale to verify it is in conformance with Covenants. The results of the inspection are included as part of the HOA Packet which will be given to the buyer. So, please request this inspection prior as soon as you put your home on the market. This way you will know if any corrections are needed.

Thanks once again to all who make Boxwood Green such a wonderful place to live.

Respectfully submitted,
Randy Conklin,
ARC Chairman

FINANCE COMMITTEE REPORT 2023 ANNUAL MEETING

Finance Committee – According to the BG HOA Duties and Responsibilities Policy

- a. Appointed by the Board
- b. Represents the Homeowners, but reports to the Board
- c. Has varying responsibilities in the following Areas
 - Budget
 - Reserves
 - Investments
 - Internal Controls
 - Insurance
- d. Responds to other request for comments from the Board

Committee Members include; myself as Chair and members Orrin Ochs, Margee Kauffman, Alan Detrick and Bill Murdock

Since the last Annual Meeting, the Committee has provided responses regarding:

- a. The 2023 Budget and Reserve Study
- b. Preliminary proposal to amend the Association's Covenants
- c. Authorization for the Treasurer and Assistant Treasurer to use electronic banking

Request for Volunteers:

- a. Except for Margee who is 29, the rest of the committee averages almost 80 years old
- b. The Committee needs some younger people to volunteer for two reasons:
 - First, to provide input from different generations on the Association's financial future
 - Second, to provide continuity of an aging committee
- c. Since I have been Chair:
 - Only one physical meeting
 - Mostly use E-mail and telephone
- d. Not ensuring that new members will not be required to meet and even now some of the issues involve reviewing a lot of data and take some time to provide comments
- e. Participation on the Committee
 - Gives insight on how your dues are used to make the community better
 - Gives committee members a say in how the Association operates
 - Provides a base of knowledge if you want to move up to the Board
- f. If you are interested, please talk to any Committee member

Thank you for your time. Are there any questions?

Bob Schafer
8pinesbob@embarqmail.com

Hospitality Committee Report

August 19, 2023

The purpose of the Hospitality Committee is to welcome new homeowners to the neighborhood and serve as a primary contact for new residents, ensuring they have information about the area, the neighborhood and the processes affecting the community. The committee plans and organizes neighborhood activities.

The members of the Boxwood Green Hospitality Committee are: Denise Korynta, Teri Sprague, Margee Kauffman and new volunteer Darlene Didrickson. New members are always welcome. We communicate via email the majority of the time so you don't have to be a full time resident to participate.

One of the main neighborhood events is an annual Christmas/ Holiday party. For the last two years we have held this event at Napoli Cowboy. It has been well attended and has the added bonus of being close to home. We have reached out to Melanie at Napoli to secure a date. We requested Wednesday December 13th with December 6th as our 2nd choice. Please look for a save the date email coming soon once the date is set.

The Boxwood Green Book Club has finished its first year. The group meets the second Tuesday of the month (either the morning or evening) rotating houses to host and select/moderate the books. Last year we met for a "Book Swap" lunch in the month of December and took the summer off as many participants travel or have company. We would love some more members! Please let Denise, Teri or Darlene know if you would like to be included. No problem if you can't make all the meetings.

This afternoon the Annual Picnic will be held in the Richard's Way cul-de-sac. It will begin at 5:00 and usually runs to about 6:30. Everyone is welcome, including your houseguests! There was a sign up email, however, it is not too late to attend. Just bring your beverage of choice, chairs and a potluck dish to share. It is always a wonderful time and a great way to meet your neighbors!

*Ask Margee to speak to the monthly breakfast at the Old Oak Café.

*Ask Elaine to speak to "A Simple Gesture" program for Lake Christian Ministries.

Denise Korynta, Teri Sprague, Darlene Didrickson, Margee Kauffman