

**BGHOA Annual Meeting Minutes**  
**Aug 17, 2024**

Boxwood Green Homeowners Association Annual Meeting  
Smith Mountain Lake Community Church of the Brethren  
6675 Burnt Chimney Rd., Wirtz  
10:00 AM August 17, 2024

**Call to Order, Quorum Call:** 10:05 AM Nancy Evans, President

**Welcome:** Nancy Evans

**Introduction of the Current Board:**

Nancy Evans-President  
Linda Detrick-Vice President (outgoing)  
Sam Bready - Treasurer  
Peg Mendenhall- Secretary  
Pete Kauffman- Member at Large (outgoing)

Nadine Moore - Administration

**Introduction of New Association Members:** Nancy Evans

Evans Coe: 75 Queen Mothers Ct. (4/2023)  
Louis and Debra Bevilacqua: 99 Royal Court (8/2023)  
Scott and Nancy Boerth: 619 Boxwood Green Drive (11/2023)  
Mark and Stelia Wilbourn: 359 Boxwood Green Drive (4/2024)  
Roger and Kristy Roper: 539 Boxwood Green Drive (8/2024)

**Appointment of BGHOA Board 2024-2027 Ballot Committee:** Nancy Evans

- Nancy Evans appointed volunteers Rebecca Conklin and John Soma to count votes.

**Old Business:**

- Review of Aug 20, 2023, Annual Minutes: Nancy Evans  
Since everyone received a copy of the minutes by email or mail, Nancy asked for a motion to approve the minutes as written. **(Nancy Evans/Randy Conklin) Minutes were approved unanimously.** Printed copies were available for review.
- Introduction of BGHOA 2024-2027 Board Nominees: Nancy Evans  
Nancy Evans introduced George Moore and David Webster
- **Treasurer's Report:** Sam Bready; written report submitted and attached to these minutes  
Report distributed to the neighborhood.  
Budget on track.  
Reserves are as expected  
Budgeting process involves planning for all expected expenses. When tasks are completed by volunteers, the savings are passed on to all owners in a rebate the following year.
- **President's Report:** Nancy Evans  
Nancy thanked Pete Kaufman and Linda Detrick for their board service and contributions, large and small, that they have each provided to the neighborhood over many years.

## **President's Report, Cont.**

Urban Hunt: All owners were invited to attend informational meetings and participate in the decision for Boxwood Green to join the Urban Hunt Program. The first hunt will happen this fall.

Smith Mountain Farm: Nancy asked Victor Evans to comment. Victor noted that the HOA representatives to the Smith Family Farm Neighbors activist group are Rebecca and Randy Conklin. While the county has no money to develop Smith Mountain Farm, a consultant firm has been hired to make recommendations to the county for development plans. Owners will be updated as information is made available.

Nancy stated that this last year the HOA held owner and neighborhood meetings to discuss various issues affecting owners. The HOA will continue to inform owners of important issues and make opportunities available for owners to participate in HOA decisions.

Sign-up sheets for the various HOA committees were in the lobby and Nancy Evans encouraged everyone present to sign up to join whichever committees were of interest to them. Nancy noted that owners joining and participating in neighborhood committees and social events is the best way we keep our community beautiful and connected, and it is a great way to make friends.

Nancy noted that the committee volunteers are a valuable and appreciated asset to the community.

Recent changes to committee responsibilities include:

Sam Bready-appointed maintenance committee chairperson.

George Moore-storage lot keys and space assignments.

Gene McGuire-weeds, common areas.

### **Committee Reports:**

- Architectural Review Committee: Randy Conklin, Chairperson; written report submitted and attached to these minutes.  
Randy thanked retiring committee member Leo Zevelas for his service to Boxwood Green.  
Randy thanked all owners for their cooperation in applying for ARC applications for exterior renovations and maintenance.
- Maintenance Committee: Sam Bready, Chairperson  
Sam Bready is now maintenance committee chairperson.  
Committee continues to attend to landscaping and maintenance of common areas.  
There are owners currently working on developing beautification and improvement plans for the launch loop.
- Web Site: Nadine Moore  
The website is updated to include all minutes and policies of the HOA
- Hospitality/Facebook: Sheila Clarke  
Nancy announced that a volunteer is needed to serve as the Hospitality Chairperson. Sheila outlined the rules for joining the Boxwood Green HOA Facebook page and stated that the page is being administered as a private facebook page for Boxwood Green owners and residents only.

- Neighborhood Watch: Victor Evans  
Victor stated that the Boxwood Green neighborhood continues to be a safe place. There are 4 current Neighborhood Watch block captains, 4 more are needed. Anyone who experiences an issue or witnesses anything of concern should contact the sheriff's office first and then notify their block captain or Victor.
- Finance Committee-Bob Shafer, Chairperson; written report submitted and attached to these minutes.  
Recruiting new and younger members to the committee was successful this year, with the addition of Jessica De Tournillion, Karen VanLewen and Justin Kerns to the committee.  
Bob thanked retiring committee member Bill Murdock for his work with the committee; especially for when Bill stepped up to help during a past difficult time for the HOA.  
Special remembrance was given for previous owner Jim Shauberger, an original and long serving committee member who passed away recently.  
The committee will begin meeting in Sept. to start prepping for the December 2025 budget process.

**New Business:**

- Announcement of Election Results  
George Moore and David Webster were elected to the Board of Directors.
- Reminder of our annual neighborhood picnic in the Richards Way cul-de-sac at 5:00 PM this evening.
- Electronic vote policy at September board meeting.

**Adjournment: 11:00 AM**

**Motion to adjourn: (Peg Mendenhall/ Randy Conklin) Unanimously approved.**

---