

**FERNBROOK HOA ANNUAL MEETING  
GRACE COVENANT PRESBYTERIAN CHURCH  
October 21, 2008**

See attached list for those present.

Tim Lauth opened the meeting.

Minutes of the September meeting were read and approved.

I. Treasurer's Report – Katharine Purrington standing in for Dee Cox

- As of October 21, 2008, there is 8,809.10 in the Operating Account and \$8,601.86 in the Reserve Account plus \$15,000 in CDs bringing the total in the Reserve to \$23,601.82.
- Katharine reported we are on target for the 2008 budget and any surplus will go to the Reserve Account.
- Any monies spent for the BMP will show in the Operating Account even though the monies will come from the Reserve Account. There is no budget done for the Reserve but we will likely need to invade it to pay for maintenance and care of the BMP.
- There is one delinquent homeowner for the 2008 dues and this has been turned over to our attorney and a lien will be filed on the property.
- Katharine reviewed the projected 2009 budget and answered questions. The total budget proposed for 2009 is \$14,080. The budget will be very tight due to increased cost of insurance and other fees mandated by the State. Education and parties have been trimmed from the budget.
- Dues next year will be \$132, a 10% increase as allowed by the By-Laws. We need to keep the capital growing to help pay for the BMP. Moving forward we need to continue growing the fund so we do not have to have a special assessment in order to pay for maintenance and repairs of the BMP.
- Katharine is no longer a paid bookkeeper as the new state regulations proved to be onerous and expensive. She and Dee Cox will split these duties with Dee doing the bookkeeping and Katharine the administrative duties.
- Katharine mentioned that we will no longer be able to do our printing at Neighborhood Connections (which had been free) and will need to find a place to do copies so this will be an additional new expense.
- Tim mentioned the Board is strongly considering raising dues more than 10% to \$175 for FY 10 which will require a vote of the membership. We need to do this in order to have the funds for the BMP which is our largest expense as well as pay for County and State regulations which include additional insurance required for the Association as well as fees. Since dues have not been raised in over 6 years, we have some catching up to do now that expenses are increasing. Neighboring Associations charge much more than we do in Fernbrook. There was some discussion about having a management company take over if we continue to have few volunteers for the Board but this will cost much higher annual dues.

- A motion was made and seconded to approve the proposed 2009 budget.

## II. Common Interest Community Board – Elizabeth

- Elizabeth explained what this is all about – new state regulations and bureaucracy required for Homeowner Associations in the State. What this means is the following:
  - Increased insurance coverage required
  - Written policy and form for complaints
  - Ombudsman (with filing fees)
  - Established annual filing form and fee plus a \$25 fee from all HOAs for a Recovery Fund.
- Elizabeth said we have complied with everything we need to at this point. These regulations will cost the Association \$2,000 to \$3,000 annually.

## III. Covenant Sweeps

- We have hired a management company to do quarterly sweeps of the neighborhood for covenant violations. This will be done with a member of the Architectural Review Committee and is an attempt to be impartial concerning violations.
- Findings will go through the Board before any letter would be sent out.

## IV. Landscape Policy Memorandum

- The Board is putting guidelines out not trying to be overbearing. It is an ongoing process and may have to be refined.
- A homeowner suggested we remove the section about removing stakes in gardens during non-growing season.

## V. BMP Maintenance

- Buddy reported that we are having quarterly inspections and have just received the most recent report. There is no sign of erosion which is good news. And sediment poses no threat for right now.
- The main issues are trees growing on the side of the pond that will need to be removed. The cost to cut them is \$1,200.
- A question was asked if we could plant grass and plants then just maintain them as we need some growth to prevent erosion.
- James City County now holds us responsible for maintaining the BMP.

## VI. Neighborhood Watch

- Fleming Buck reminded everyone to call the police if something looks awry; do not call your block captain. Remain alert.
- Neighborhood Watch sign is now up in the front of the subdivision.

## VII. Board Elections

- Buddy League and Tim Lauth are going off the Board. Tim asked if there were any nominations from the floor and there were none.
- Andrew Foret and Dan Gasink have expressed willingness to serve on the Board. A motion was made and seconded to approve and accept these nominations.

#### VIII. Open Discussion

- Tim opened the meeting up to any homeowner questions. There was discussion about 3724 Captain Wynne which is for sale and the yard is not being maintained. The homeowners on either side have been periodically mowing but there is weeding and upkeep that needs to be done. Tim mentioned this is one of the reasons we developed the landscape policy memo. Our only recourse with this issue is to send a letter that fines will be assessed and if nothing is done, no fines paid, we will be forced to put a lien on the property.

Motion was made and seconded to adjourn at 8:45 p.m.

Next meeting is November 11, 2008 at Grace Covenant Presbyterian Church