

Pelham's Crossing Community Association, Inc.

Board of Directors Meeting

7:00 PM July 19, 2021

Via Zoom Teleconference

I. Call to Order and Introductions

Mr. Christopher Keyes called the meeting to order at 7:03 p.m.

II. Welcome & Introduction

Board members and community management agent, Mrs. Katie Taylor of Landmarc Real Estate of Landmarc Real Estate was introduced.

16 Homeowners also in attendance.

III. Verification of Quorum

Mr. Mike Gillis, Mr. Cody Hupp-Polla, Mr. Chris Keyes, Mr. Dave Leinberger, and Mrs. Brenda Steger in attendance; quorum verified.

(Mrs. Katie Taylor from Landmarc Real Estate was present.)

IV. Approval of Agenda

Dave Leinberger made a motion to approve the agenda for July 19, 2021. Seconded by Mike Gillis. Motion carried.

V. Approval of Meeting Minutes

The June 22, 2021 meeting minutes were approved at the July 19, 2021 meeting.

VI. Community Forum

- Homeowners inquired about the results of the fencing survey. Katie Taylor confirmed they would be announced in New Business.
- Homeowners discussed materials and the AGRC fencing guidelines, Christopher Keyes noted this is an ongoing discussion and will be discussed in New Business.
- Homeowner stated they did not receive the postcard announcement and requested announcements be sent out via email. Katie Taylor confirmed that USPS has still be experiencing mailing delays, but that the new legislature that will be discussed in New Business also allows for email announcements should homeowner provide consent. Dave Leinberger reminded homeowners that the social media group is not an authorized communication tool for the HOA, and all homeowners with questions should go to www.pelhamscrossinghoa.com.

VII. Officers Reports

President

- No report at this time, major action items will be covered under the management report and New Business.

Treasurer

- No report at this time

VIII. Management Report

- Katie Taylor reviewed management report as presented.

IX. New Business

- Resolutions 21-01A & Resolution 21-01B Virtual Annual and Board Meeting Policy & Guidelines
 - o Dave Leinberger made a motion to approve Resolutions 21-01A and 21-01B as presented. Seconded by Mike Gillis. Motion carried.

X. Old Business

- Stop Sign Backer Board Update
 - o Katie Taylor noted that proposals had been requested and will be ready for Board review once received.
- Community Culvert Clean Up Proposal
 - o Katie Taylor provided the LandPro proposal for a scope of work and projected cost estimate. Dave Leinberger made a motion to table the proposals until competing bids can be provided. Seconded by Mike Gillis. Motion carried.
 - o Cody Hupp-Polla provided the update that homeowners have concerns about the culvert behind the homes on Blakeley by Napoleon Street. Katie Taylor will coordinate additional proposals with vendors.
- Jim Morris Historic Signs Replacement Update
 - o Katie Taylor noted that Central Battlefield of Va Trust has not been responsive, so Public Works was requested to contact them as well. The HOA could complete the replacements themselves, but would then assume the financial responsibility of future sign maintenance.
- AGRC
 - o Board agreed to move forward with discussing AGRC after reviewing fencing survey results.

XI. New Business, continued

- Fencing Survey Results
 - o Katie Taylor provided the results of the fencing survey that was mailed out to the membership in early July.
 - 101 results were received, with 95 accepted (4 replies did not list address or lot number, 2 replies did not complete the postcard as directed)
 - 72 replies voted YES to white fencing (70 replies approved alternative materials, 2 replies did not approve alternative materials)
 - 23 replies voted NO to white fencing (10 replies approved alternative materials, 13 replies voted to only allow wood materials)

- Based on the information provided, the Board of Directors will be moving forward with finalizing the revisions to the Architectural Guidelines and will also include allowances for white vinyl fence materials. Approved styles were not confirmed, but will be addressed in the revised guidelines.
- 2019 Draft Audit
 - Dave Leinberger made a motion to approve the 2019 Draft Audit as presented. Seconded by Mike Gillis. Motion carried.
- 2020 Draft Audit
 - Dave Leinberger made a motion to approve the 2020 Draft Audit as presented. Seconded by Mike Gillis. Motion carried.
- 2022 Landscaping Contract, Action Lawn Visions Update
 - Katie Taylor provided the update to the Board that Cullen Prewitt with Action Lawn Visions has provided notice that contract terms are expected to increase due to the labor crisis in place and the minimum wage changes. A proposed 2022 agreement will be provided for Board consideration at the September 20, 2021 meeting. The Board of Directors also requested that competing bids be solicited for consideration.
- 2022 Proposed Projects
 - Katie Taylor provided the update that the accounting department is finishing the June 2021 financials and once those have been submitted the draft budget shells will be generated. Katie Taylor will provide a copy of the proposed draft at the September 20, 2021 meeting for Board review. Katie Taylor requested that the Board review the community and provide any recommendations or requests to Katie Taylor to factor into the draft budget.

XII. Enter into Executive Session

Cody Hupp-Polla made a motion to enter into Executive Session at 8:48 p.m. to discuss delinquencies, collections, and compliance matters. Dave Leinberger seconded. Motion carried

XIII. Exit Executive Session & Note All Actions Taken

Dave Leinberger motioned to resume open session. Mike Gillis seconded. Motion carried. Meeting opened at 9:30 p.m.

Dave Leinberger motioned to pursue 2020-2021 collections for case #721 per the recommendations of legal counsel. Cody Hupp-Polla seconded. Motion carried.

XIV. Motion to Adjourn

Dave Leinberger motioned to adjourn. Brenda Steger seconded. Meeting adjourned at 9:31 p.m.

Next meeting is Monday, September 20, 2021.

Minutes respectfully submitted by Katie Taylor with Landmarc Real Estate