

PELHAMS CROSSING COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
Wednesday January 22, 2020
Landmarc Real Estate, Fredericksburg, Virginia

MINUTES

CALL TO ORDER & INTRODUCTIONS / ROLL CALL – 7:02 Call to order. Brenda Steger, Chris Keyes, Brent Durbin, Jennifer Britto, David Leinberger (phone), Cody Hupp-Polla, Katie Taylor and Gina Powers were present.

APPROVAL OF AGENDA – Jennifer Britto motioned to approve the amended agenda adding vinyl fencing, electronic documents, ARC guidelines and ARC committee to the New Business. Motion was seconded by Brent Durbin and passed unanimously.

REVIEW OF MEETING MINUTES:

- August 27, 2019 - Motion made by Jennifer Britto to table the meeting minutes to make sure the hearings have been reconciled. Motion was seconded by Brent Durbin and passed unanimously.
- October 3, 2019 – Motion made by Jennifer Britto to accept the meeting minutes. Motion seconded by Brent Durbin and passed unanimously.

Dave Leinberger suggested that we sign a non-disclosure agreement, decision will be made at the next Board meeting.

Brent Durbin motioned to approve the consent agenda e-votes. Motion seconded by Dave Leinberger and passed unanimously.

Community Comments:

-Jay Palmer a financial advisor with Merrell Lynch would like to meet with the President, Treasurer, Manager and Accounts Manager to see where he can help the community with their financials.

-homeowner stated the fences look awful.

OFFICERS REPORTS:

- President
 - Thank Dave for the newsletter. Move forward with newsletters for 2020 quarterly, have the board review the draft.
 - Issue with the driveway, homeowner was upset because driveway needed repaired and it was holding up their closing. Chris offered to have a meeting with them, they did not comply. Driveway was fixed and we have new neighbors moving forward.
 - Other options for fences and widows
 - Meeting for the new neighborhood, graphics and pictures were presented. Mr. Skinner was present, he will represent our needs, need those homeowners that are close by affected to have a meeting with Mr. Skinner.
 - Send postcards for the special meeting notice for February hearings
 - Stop signs have been repaired, some backer boards need replacing.
 - Make better use of the home warranty page
 - Rose bush issues at Jim Morris, Jennifer will get with LandPro to see what their intentions are
 - LED lights are bright without the glass
 - Small sink hole on the east side of Blakley
 - Send Cody the VDOT link for sidewalks

Katie went over the November 30, 2019 Financials

MANAGERS REPORT:

Katie went over the manager's report.

OLD BUSINESS:

- Dave Leinberger motioned to accept the Hammerdown proposal for full replacement of the fence, materials, labor, caps and blocks and removal of the old fence. \$8550.00 -\$9500.00. Motion seconded by Brent Durbin and passed unanimously. Confirm time frame.

Gina Powers had to leave at 9:00PM minutes from here on were taken by Katie Taylor

NEW BUSINESS:

- Dave Leinberger motioned to accept the Shenandoah Proposal for \$1216.00 for the Cahill Pond Shrub removal. Motion seconded by Cody Hupp-Polla and passed unanimously.
- Dave Leinberger motioned to accept the LandPro proposal for \$5,700.00 for SWMP Winter Cleanup. Motion seconded by Jennfier Britto and passed unanimously.
- Jennifer Britto motioned to accept the LandPro proposal for the Benchmark Landscape Renovation. Motion seconded by Cody Hupp-Polla and passed unanimously.
- Dave Leinberger motioned to table the Wrought Iron Railing repainting to obtain additional information from HammerDown about how many coats of paint they will apply and board confirmed they would like to use semi-gloss paint. The motion was seconded by Jennifer Britto and passed unanimously.
- Board agreed to Katie's recommendation to move forward with the electrical repairs from Logan Electric, as it falls within authorized spending limits it does not require a formal vote.
- Katie will contact DJ's sprinklers to follow up on getting the system operational in the Spring.
- Board will post both PDF's of the speed study to the website as a bulletin and request having a radar sign posted at each entrance in the next couple of months to help curb speeders

- Chris Keyes initiated discussion regarding vinyl fences, architectural guidelines update and electronic documents discussions. This requires additional review and a discussion by the Board to be acted upon at either an additional February meeting or at the March meeting. The ARC Committee only has 2 members and it's imperative to find a volunteer to fill the 3rd spot. Also, educate the members on how best to review and address applications that fall outside of the guidelines. It is also imperative to revise the guidelines to become current with the times. Board agreed to review and research update options, to be discussed at a future meeting.

EXECUTIVE SESSION:

Motion made by Jennifer Britto to enter executive session at 9:44 PM to discuss and consider matters involving violations of the community or rules and regulations. Seconded by Brent Durbin and passed unanimously.

Motion to leave executive session at 10:25 PM made by Jennifer Britto. Seconded by Brenda Steger and passed unanimously.

- **Account # 20225** – Approve turning over to debtor interrogatories.
- **Account # 19904** – Post collection efforts & demand letter for 2017-2020.
- **Account # 19846** – Post collection efforts for 2019 and 2018.
- **Account # 19977** – Waive \$900 violation fine as a one-time courtesy. Katie will call and send a letter.

ADJOURNMENT:

- Motion to adjourn is made by Brent Durbin at 10:42. Seconded by Jennifer Britto. Meeting Minutes prepared by Gina Powers and Katie Taylor

