

**PELHAMS CROSSING COMMUNITY ASSOCIATION INC.  
BOARD OF DIRECTORS MEETING  
Wednesday, October 3, 2018  
Landmarc Real Estate, Fredericksburg, Virginia**

**MINUTES**

**CALL TO ORDER & INTRODUCTIONS / ROLL CALL - 7:20** Call to order. Mike Gillis, Brenda Steger, Chris Keyes, Oscar Najera-Molina, Gail Fernet, Gina Powers and Ryan Hymes were present.

**APPROVAL OF AGENDA** – Oscar Najera-Molina motioned to approve the agenda. Motion was seconded by Chris Keyes and approved by verbal vote.

**REVIEW OF MEETING MINUTES:**

- September 20th, 2018 - Motion made by Chris Keyes to approve meeting minutes. Motion was seconded by Oscar Najera-Molina and approved by verbal vote.

**OFFICER ELECTIONS:**

Oscar Najera-Molina motioned to appoint Brent Durbin, Jennifer Britto and Sandra Kay to the Board. Chris Keyes seconded the motion. Approved by verbal vote.

Mike Gillis nominated Chris Keyes for President. Motion was seconded by Jennifer Britto and approved by verbal vote.

Mike Gillis nominated Brenda Steger for Vice President. Motion was seconded by Brent Durbin and approved by verbal vote.

Chris Keyes motioned Jennifer Britto for Secretary. Motion was seconded by Mike Gillis and approved by verbal vote.

**Chris Keyes nominated Brent Durbin for Treasurer. Motion was seconded by Sandra Kay and approved by verbal vote.**

**Chris Keyes motioned Oscar Najera-Molina, Mike Gillis and Sandra Kay for Director at Large. Motion was seconded by Brenda Steger and approved by verbal vote.**

#### **RESIDENT FORUM-**

- Jim has 4 or 5 boards from the entrance fence at his residence
  - Sandra stated the entrance from Benchmark is not inviting and does not look good, needs a mixture of colored flowers. Chris Keyes mentioned a volunteer day at the entrance to tidy up. Ryan Hymes needs to see if there is a faucet at the entrance and he will get quotes from Landscapers if someone has a layout for the appearance of the entrance.
  - Homeowner thanked everyone for coming and suggested a fun/food day to encourage more homeowners to attend the meetings. This is a thought for the next annual meeting, along with advertising on the face book page and the newsletter.
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- Treasurer – Ryan Hymes presented the August financial report for review. Chris Keyes motioned to accept the financials as presented and Mike Gillis seconded the motion. Approved by verbal vote.

#### **OLD BUSINESS:**

- Tree maintenance for the Cypress trees on Cahill, Kupperton and Francis. Ken Lamb Tree Service got back logged due to weather and has rescheduled for October 15<sup>th</sup>.

### **EXECUTIVE SESSION:**

- Motion to enter executive session made by Chris Keyes. Seconded by Mike Gillis at 8:18 PM.
  - Motion to leave executive session made by Chris Keyes. Seconded by Brenda Steger at 8:33 PM.
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- Brenda Steger motioned to write off the balance of \$241.93 on account #20007. Motion was seconded by Chris Keyes and approved by verbal vote.
  - Chris Keyes motioned to send account #47252 to the Attorney for collections. Motion was seconded by Brenda Steger and approved by verbal vote.
  - Chris Keyes motioned to put account #41652 on hold until November 1<sup>st</sup>, with exception that if the account goes in default it is to be turned over to the attorney. Motion was seconded by Brent Durbin and approved by verbal vote. Chris Keyes signed the waiver.

### **ADJOURNMENT:**

- Motion to adjourn is made by Chris Keyes. Seconded by Oscar Najera-Molina.
- Meeting adjourned at 8:35. Meeting Minutes prepared by Gina Powers.