

PELHAMS CROSSING COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
Thursday October 3, 2019
Landmarc Real Estate, Fredericksburg, Virginia

MINUTES

CALL TO ORDER & INTRODUCTIONS / ROLL CALL – 8:30 Call to order. Brenda Steger, Chris Keyes, Brent Durbin, Mike Gillis, Jennifer Britto, David Leinberger, Cody Hupp-Polla, Ryan Fernet, Katie Taylor and Gina Powers were present.

APPROVAL OF AGENDA – Mike Gillis motioned to approve the agenda. Motion was seconded by Brent Durbin and passed unanimously.

REVIEW OF MEETING MINUTES:

- August 27, 2019 - Motion made by Mike Gillis to table the meeting minutes to make sure the hearings have been reconciled. Motion was seconded by Jennifer Britto and passed unanimously.

OFFICERS REPORTS:

- President
 - Ryan Fernet doubled down, great stuff and a kick start to get the community in the right direction.
 - Cody needs to let Katie know what meeting minutes are missing
 - Katie and Chris will drive through the community together

Katie went over the August 31, 2019 Financials

MANAGERS REPORT:

Katie went over the manager's report.

OLD BUSINESS:

- Cahill fence repair tabled to get more quotes
- Benchmark renovation – look into getting trees trimmed, get bids for the Northside to make it look better, cut back trees and decide what to do with stack rail fence
- No update of the car accident
- Jim Morris knock out roses, there is no sprinkler system need to select a different kind of bush/flower. Jennifer is willing to talk to Landscaper.
- Sprinkler system at the other entrance is now working and will need to be winterized
- Jennifer Britto motioned to accept the Hammer Down proposal for the stop signs and post repairs in the amount of \$2697.50. Motion seconded by David Leinberger and passed unanimously.
- VDOT handles transportation and sidewalk right away. Give Cody a link for the webpage and also put in the newsletter

NEW BUSINESS:

- Election of Officers
 1. Chris Keyes is President
 2. Jennifer Britto is Vice President
 3. David Leinberger is Secretary
 4. Cody Hupp-Polla is Treasurer
 5. Mike Gillis, Brent Durbin and Brenda Steger are Directors at Large.
- Katie Taylor reviewed the 2020 Draft Budget. Brent Durbin motioned to accept the 2020 Draft Budget. Motion seconded by Mike Gillis and passed unanimously.
- 2020 Meeting Schedule for review. Jennifer Britto motioned to approve the amended schedule. Motion seconded by Brenda Steger and passed unanimously.
 - Change March 16th to March 10th
 - January 22nd add meeting

- Brent Durbin motioned to table the Cahill shrub removal to obtain additional information regarding the scope of the work quoted. Motion seconded by Mike Gillis and passed unanimously.
- Fence Railing update, Katie Taylor confirmed more bids will be incoming and submitted to the Board via e-vote.
- Courtesy letters, Board would review and approve a template at the January meeting.
- Jennifer Britto motioned for Katie Taylor to contact Spotsylvania Sheriff's office to request the results from the previous study and also have another study performed. Motion seconded by David Leinberger and passed unanimously.
- Due to meeting running over Gina Powers had to leave, Katie took over the minutes. Also, Mike Gillis, Brenda Steger and Dave Leinberger had to leave. Chris Keyes, Jennifer Britto, Brent Durbin and Cody Hupp-Polla stayed to ensure quorum was met.

EXECUTIVE SESSION:

Motion made by Brent Durbin to enter executive session at 10:13 PM to discuss and consider matters involving violations of the community or rules and regulations. Seconded by Jennifer Britto and passed unanimously.

Motion to leave executive session at 10:26 PM made by Brent Durbin. Seconded by Jennifer Britto and passed unanimously.

- **Account # 20017** – Jennifer Britto motioned to turn this account over to Langenberg for collections. Motion seconded by Brent Durbin and passed unanimously.

- **Account # 20117** – Brent Durbin motioned to summoning this account to debtor interrogatories. Motion seconded by Jennifer Britto and passed unanimously.
- **Account # 20046** – Cody Hupp-Polla motioned to write this account off. Motion seconded by Brent Durbin and passed unanimously.
- **Account # 46753** – Jennifer Britto motioned to initiating this account to 2019 collection efforts. Motion seconded by Brent Durbin and passed unanimously.
- **Account # 20225** – Brent Durbin motioned to table this account until we get an updated balance of all the interest accrued. Motion seconded by Jennifer Britto and passed unanimously.
- Jennifer Britto motioned to waive late fee requests for accounts # **19877, # 48878 and # 49778**. Motion seconded by Cody Hupp-Polla and passed unanimously.

ADJOURNMENT:

- Motion to adjourn is made by Jennifer Britto at 10:30. Seconded by Cody Hupp-Polla. Meeting adjourned at 10:30. Meeting Minutes prepared by Gina Powers.