

**PELHAMS CROSSING COMMUNITY ASSOCIATION INC.  
BOARD OF DIRECTORS MEETING  
Tuesday March 10, 2020  
Landmarc Real Estate, Fredericksburg, Virginia**

**MINUTES**

**CALL TO ORDER & INTRODUCTIONS / ROLL CALL** – 7:01 Call to order. Chris Keyes, Brent Durbin, Jennifer Britto, David Leinberger, Cody Hupp-Polla, Katie Taylor and Gina Powers were present.

**APPROVAL OF AGENDA** – David Leinberger motioned to approve the agenda. Motion was seconded by Brent Durbin and passed unanimously.

**REVIEW OF MEETING MINUTES:**

- February 20, 2020 - Motion made by David Leinberger to accept meeting minutes. Motion seconded by Cody Hupp-Polla and passed unanimously.

**Community Comments:** No homeowners were present

**President**

- Met with James on repair work for Benchmark, pulled fence and hauled away. Will take down the rest of the fence and the wood will go to Ferry Farms George Washington Birthplace
- 1 Juniper damaged and 1 not growing correctly replace with Crape Myrtles
- If we don't put fence back up with the savings plants could replace it
- Cahill fence cleaned, but still working on it
- Behind Napoleon needs some cleaning

**Manager**

- Katie went over January financials
- Katie's action list items was given to Board
- Katie to check on multiple cars on Angela

- Katie to send River Crossing and River Walk guidelines to David
- Katie to send NDA sample to David
- Katie to check on signs for Community Yard Sale
- Katie will do one postcard for extra meeting and newsletter notification
- Katie to check bush on Napoleon and see if it's on the homeowners property

### **Old Business**

- David Leinberger motioned to accept the Hammerdown proposal for \$3565.00 painting of Cannon and Drain Railing with Semi-Gloss. Motion was seconded by Jennifer Britto and passed unanimously.

### **New Business**

- Yard Sale, Spring Cleanup and Architectural Committee subjects were given to David for newsletter. When newsletter is complete a postcard will be sent to let homeowners know about the newsletter on the website
- Give Katie things to focus on for the Spring inspections
- Cody suggested giving alerts for new information on the website
- Yard Sale will be April 25-26
- Possible July meeting for Architectural Guidelines outcome
- Katie to check on availability for April 7<sup>th</sup> Meeting
- David Leinberger motioned to accept the Level 2 Reserve Study with Miller Dodson for \$2365.00. Motion was seconded by Jennifer Britto and passed unanimously.
- Benchmark Entrance Bed, have Paul put up fencing or consider other options.
- Jennifer Britto motioned to accept the Landpro proposal for \$1575.00 for labor and planting with options of Nandinas and Gold Mops. The motion was seconded by Brent Durbin and passed unanimously.
- Architectural Guidelines Committee will consist of 5 -7 members plus a Board member. Brent will build a charter to consist of fence construction styles, windows grids or no grids, tree requirements for front yards and door styles for alternative construction materials and

to maintain consistency. Applications for volunteers need to be given to Katie by April 12<sup>th</sup> with their recognition. Members will be selected by April 15<sup>th</sup>. They will then give their decisions to the Board by June 8<sup>th</sup> and the Poll will be June 15<sup>th</sup>.

- Electronic documents created by Dave will be clean, searchable and user friendly when put on the website. (Draft agendas, approved minutes, Bylaws) Board members will need to know the documents.
- Policy on social media a non-disclosure will be presented next meeting.

### **EXECUTIVE SESSION:**

Motion made by Brent Durbin to enter executive session at 8:50 PM to discuss and consider matters involving violations of the community rules and regulations. Seconded by Dave Leinberger and passed unanimously.

Motion to leave executive session at 8:57 PM made by Brent Durbin. Seconded by David Leinberger and passed unanimously.

#19846 - Board approved to move forward with 2019 – 2020 assessment collections.

### **ADJOURNMENT:**

- Motion to adjourn is made by Brent Durbin at 9:00. Seconded by Dave Leinberger. Meeting Minutes prepared by Gina Powers