

Twin Oaks Farm BOD
Meeting Minutes
September 15, 2009

Call to order: 7:45 p.m. by Billy Davidson; quorum present.

Board Members present: Billy Davidson, Joanne Hagadorn, Cyndi Fillinger, Jeff Schoolcraft
Board Members absent: Reggie Black, Mark Hunt, Rick Raymo
Also present: Sam Morrison, Property Manager, Gates Hudson Community Management

Minutes of the August 18, 2009 meeting were approved as corrected.
Motion: Mark Hunt. Second: Rick Raymo. Motion approved unanimously.

President's Report: Billy Davidson
No report given.

Treasurer's Report: Presented by Sam Morrison.
The \$16,000 from Prince William County for land taken during the Minnieville Road expansion project is in the hands of their attorney. Sam has not heard from the attorney yet despite repeated calls. Sam will probably have to call Mike May and Corey Stewart to complete the transaction.

Julie Bucketman is our CD Broker. When the BB&T CD comes due in February 2010 she will alert Billy Davidson and Cyndi Fillinger by e-mail CD recommendations for that and for about \$20,000 of \$40,000 additional money in the Money Market account. Ms. Bucketman will put the BB&T CD funds into a Wachovia Securities CD that Billy and Cyndi agree on.

Sam described the Forecast Report found on page 23 of the September 2009 Operation and Financial Report. He explained the Delinquencies found on pages 35-44 of the Report. Delinquencies totaled \$21,137.16 with a Bad Debt write-off of \$2,950.97.

The June, July and August Verizon payments have been received.

COMMITTEE REPORTS:

Grounds: Rick Raymo
Billy reported that the grounds have been looking good.
Cyndi reported that old pieces of the top rail of the fence down by the pool are still lying on the ground. Sam said he would call to have the pieces removed.
Sam reported that Play Ground Mulch will be put down in the spring of 2010. We had hoped to upgrade to a sturdier material but it turned out to be too expensive. By the time we realize this, it was too late to replace the mulch this season.
The Basketball Court has been re-asphalted and looks good.

Secretary/Projects: Joanne
No report.

Pools:

Only one incidence of vandalism occurred over the summer. There were no disciplinary issues! Cyndi made a habit of calling the Police Non-Emergency number to ask them to patrol around the hours of 11:00 pm to 2:00 am. That seems to have helped.

Management Report: Sam Morrison

- Sam is looking for comments from the Board for the upcoming Preliminary 2010 Budget.
- Billy recommended that the board increase assessment to the maximum amount allowed for 2010. Then, looking at the financial shape of Twin Oaks Farm HOA, 2011 may require a smaller assessment increase due to the Verizon tower rental money.
- Sam recommended that the Board read the Independent Auditor's Report (found on p.34 A-Z in the September 2009 Operation and Financial Report).
- Sam reported that the 2008 Taxes have been completed, signed and mailed as of last week.
- The GHA lawyer is looking at the New Rule for Fencing, which allows for six foot fences. He will work on the wording of the Rules and Regulations for the new rule and will give to Sam by Friday.
- Sam has proposals for the new Pool Fencing from HALCO and Long Fence.
- Sam is still waiting for a proposal from A&T Blacktop for fixing the Pool Parking Lot. Sam will have other proposals too.
- Cyndi asked about extending the Pool Deck to the picnic table area. Sam recommended doing this work in conjunction with the new fence installation.
- A conflict may require changing the date of the October 2009 Board meeting.
- Sam will craft a letter to the HOA membership detailing the new regulations on the fence height and on the trash resolution which will be mailed out at the same time.
- A letter has been mailed regarding the illegal parking of the Trade Master Truck. The offender has not responded yet.

Old Business

Any old business was covered in the Management Report.

New Business:

Motion that we award bonuses in the amount of \$250.00 each to the five Life Guards who worked at the pool over the summer season.

Motion: Cyndi Fillinger. Second: Joanne Hagadorn. Motion approved unanimously.

At Sam's recommendation, motion made that Jenark Accounts #118338, 118339 and 118340 in the amount of \$2,950.97 be written off as Bad Debt.

Motion: Cyndi Fillinger. Second: Jeff Schoolcraft. Motion approved unanimously.

Jeff Schoolcraft said he would put together a package for the Board to consider for administering an HOA website. He will present this package at the next Board meeting.

Jeff asked whether the Board can incentivize more online postage to cut back on the cost of postage. Sam replied that we cannot do this due to the Virginia Non-Stock Investment Act.

The Architectural Review Board has only one active member, Noreen Bani. More members are needed.

Sam recommended that the Board look over the Rules and Regulations Handbook for any necessary changes.

Joanne Hagadorn reported that the green turn arrow is not working for the turn onto Oak Farm Drive from Minnieville Road. Sam said he would contact VDOT.

Adjourn

Cyndi Fillinger moved to adjourn. Second: Jeff Schoolcraft. Motion passed unanimously. Meeting adjourned at 9:25 pm.

Respectfully submitted:

Joanne Hagadorn, Secretary
Twin Oaks Farm Homeowners