



## Twin Oaks Farm HOA

Meeting Minutes January 29, 2014

Meeting start time: 7:30pm

Quorum met: Board attendees – J. Schoolcraft, M. Blas, B. Bell, M. Bilock, C. Fillinger, A. DeSantis

Additional attendees: Property Manager Sam Morrison, Julia Gruta, Brenda Turner, Vongphakeo Vongsouvane, Becky Rogers

Resident concern:

- Consider adding a fitness station along the walking trails including items for upper body exercises as well as crunches. Items will be low maintenance but be usable for both adults and youth. Possible location would be by basketball courts or in field area off Holly Leaf.
- Resident questioned how the Board intends to pay off the loan necessary to renovate the pool house. Will the facility be sitting unused throughout the fall and winter? From Board: Community facility will be rented out in the future to help recoup payment for the facility. As for use, based on feedback received to date from community members, the facility will be in high demand year round for hosting parties and other such events in the community room.

**Motion to accept November 2013 meeting minutes: 1 B Bell, 2 J Schoolcraft: APPROVED**

President's report:

- Researched any possible negative impact of HUD project being constructed down Minnieville Road next to commuter lot along Old Bridge Road and Minnieville. There are many rules and requirements to be met in order to qualify to live in this facility. This project is not expected to have any negative impact on our community.
- Received estimate for cost to replace the inlays in the community sign at the front of the community. Estimate is \$1,700 per inlay.

Treasurers' report:

- All bills paid through December and January.

Grounds report:

- Requested that we look into a property changing their siding to ensure a packet was received by the ARC. Packet was received and approved in September of 2013
- Reviewed proposals obtained for grounds contract

ARC report:

- Approved 2 applications: like for like siding replacement and a new walkway



Communication report:

- Nothing to report

Social Committee report:

- Will start planning for 3<sup>rd</sup> annual Easter Egg Hunt

Management report:

- Obtained cost to produce inlays for community sign and passed to Board president
- Lighting proposal obtained for community entrance sign.
  - o Dominion VA Power has 2 junction boxes in the vicinity of the community sign
    - 1 box cannot be used because it's considered a main transformer box and the power company will not allow any outside connection to that box
    - Other box is in a homeowner's front yard and would end up with an exterior meter added to the junction box.
    - Estimate for single light installation for community sign is \$8,000
    - Other consideration is a solar powered light; estimate is \$6,200
    - Will table lighting project to see if prices go down or it can be budgeted as a future project.
    - Consider approaching local school(s) about presenting their solution to this project and offer a payment to them if project is used. – homeowner suggestion
- Glitch in closing of loan for pool project: Capital One requested additional information at the last minute that did not seem prudent.
- Request for Proposal (RFP) sent to pool companies to obtain proposals for 2014 pool contract.

Pool report:

- Updated Statement of Work to be sent out to various pool companies to obtain proposals for the pool contract for 2014.

New Business:

- Signatures to be obtained from President and Treasurer of Board for Wells Fargo to allow them to make withdrawals from CD's they hold.
- Letter received from Turner, Leins & Gold, LLC to request that we sign with them for the next 2 years to handle the audit of the community's financial statements to be signed by President of Board.

**Motion to enter into executive session 8:21pm: C Fillinger 1, J Schoolcraft 2: APPROVED**

**Motion to exit out of executive session at 8:51pm: J. Schoolcraft 1, C Fillinger 2**



**Motion to confirm no motions were made while in executive session: J Schoolcraft 1, B Bell 2:  
APPROVED**

**Motion to accept legal's recommendation to settle Acct 113724 in the amount of \$608 and write the remainder off as bad debt: C Fillinger 1, J Schoolcraft 2: APPROVED**

**Motion to approve proposal from Turner, Leins & Gold LLC for taxes and audits for TOF for the years 2013 and 2014: C Fillinger 1, J Schoolcraft 2: APPROVED**

**Motion to accept proposal from Palmer Grounds Maintenance for landscaping services for TOF for the year 2014 with 2 options to extend: J Schoolcraft 1, B Bell 2: APPROVED**

**Motion to table fitness station proposal until 2015 budget discussions: J Schoolcraft 1, A DeSantis 2:  
APPROVED**

**Motion to adjourn meeting at 9:01pm: J Schoolcraft 1, B Bell 2: APPROVED**

**Next meeting will be February 18, 2014**