



Twin Oaks Farm HOA

Meeting Minutes February 18, 2014

Meeting start time: 7:31pm

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

Additional attendees: Property Manager Sam Morrison

Motion to accept January 2014 meeting minutes: 1 B Bell, 2 J Schoolcraft: APPROVED

President's report:

- Updates for pool and landscaping to be discussed in old business
- Residents are encouraged to advise their realtors to not place their commercial signs in front of the community sign at the front of the neighborhood. Off to the side and away from the entrance sign will suffice.

Treasurers' report:

- Nothing to report

Grounds report:

- Concern over residents not shoveling their sidewalks after snow
 - o PWC has no requirement for shoveling of sidewalks
 - o Will encourage residents to be considerate and shovel, if capable
- Need to remind residents that VDOT is in charge of plowing community streets. There are no private contracts in place to handle the plowing of our neighborhood.

ARC report:

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

Communication report:

- Nothing to report

Social Committee report:

- Planning has started for 3rd annual Easter Egg Hunt; Ronda Bell to lead this as current chair is in the process of moving.

Pool report:

- Will review proposals obtained to report at next month's meeting



Management report:

- Advised BOD to create a long term action item list of major projects that are to be considered down the line so that adequate planning can be done for projects anticipated in the next several years. PM to earmark where financing will likely come from for such projects ie. from reserves or as a line item in the annual budget.
- Currently awaiting finalization of the loan for the pool house project. Putting together the components to ensure that the funds will be available for the project on a monthly deduction basis for CapitalOne Bank. Anticipated that loan will be signed and finalized before the end of February.
- 2 proposals obtained for pool services contract for 2014 so far. 1 proposal is significantly lower, however, does not include all requirements outlined in our request for proposal.
- Several calls received regarding the snow removal on community streets. Had to inform residents that VDOT is in charge of plowing the community streets, there is no private contract for these services. There is still a good chance that residents will need to shovel the end of their driveways to remove the pileup of snow that has been plowed from the street as is common practice whenever roads are plowed.
- Met with PWC representative regarding the no cut zone on (need date) along with resident J. Adams; all were clear on what the HOAs responsibilities were with regards to fallen debris, etc. Palmer grounds 2014 contract includes the necessary provisions to ensure that debris that should be taken away during clean up is removed.

Old Business:

- Have not heard back from resident regarding their offering to pay for the replacement of the current inlays in the community sign. Will table project until resident responds.

New Business:

- Winter newsletter to include
 - o Easter Egg Hunt April 19th
 - o Spring cleanup on April 26th
 - o Community yard sale on June 7th
 - o Annual meeting on May 20th – B. Bell up for re-election, A. DeSantis up for election
 - o Snow removal/street parking info
 - o Pool house update
 - o ARC reminder to include correcting violation notices received last year
 - o HOA dues payment procedures
 - All newsletter contributions requested back to M. Blas by February 28th

Motion to enter into executive session 8:04pm: C Sharp 1, J Schoolcraft 2: APPROVED



Motion to exit out of executive session at 8:29pm: J. Schoolcraft 1, C Sharp 2: APPROVED

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

Motion to deny waiver of late fees and interest for Acct 113634: C Sharp 1, J Schoolcraft 2: APPROVED

Motion to adjourn meeting at 9:01pm: J Schoolcraft 1, C Sharp 2: APPROVED

Next meeting will be March 18, 2014