



Twin Oaks Farm HOA

Annual Meeting Minutes

May 16, 2017

Meeting start time: 7:30pm

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

Additional attendees: GHA Property Manager Brian Heisler, Jane Rogers (legal rep), Steve Glasser, Tara Umbrino, Rod Fillinger, Dave Potter, John Pratt, Billy Davidson

Motion to approve Annual Meeting 2016 meeting minutes: 1 Billy Davidson 2 Dave Potter: APPROVED

President's report:

- Mike Blas is the current President
- No calls/complaints received this year regarding non-resident use of community basketball courts
- Front sign has newly installed solar powered lights to light it up at night
- Online pool pass provides convenience to residents
- Moved no parking sign at front of community to disallow parking on portion of Oak Farm Drive between Minnieville and Maple Ridge
- Pool house project has been a roller coaster ride but is almost finished
 - o All insurance work is done
 - o Fireplace is projected to be fully installed by end of next week
 - o Rental agreement will be finalized for use by next month's meeting and room available to rent by July/August timeframe
- Solicitors are allowed to solicit in community if they have a county permit to do so
- Community streets were finally repaved by VDOT

Treasurers'/VP report:

- Cyndi Fillinger is the current Treasurer/acting VP
- Maintains all finances for the HOA
- Reserve studies and outside audits ensure that HOA finances are secure
- Quiet year outside of pool house project
- Laddered CDs are still on hold until pool house project is officially finished
- Property tax will likely increase with addition of community room to pool house
- Account delinquencies are at a minimum

Grounds report:



- Caitlin Sharp, current Chair of Grounds, coordinates with Palmer Landscaping to ensure that all common grounds are properly cared for
- Looking at options for rectifying erosion on hill next to pool
 - o Considering stairs, switchback trail
- Addresses any issues with public areas within the community
- Next big project to be addressed after pool house is replacing playground equipment around the neighborhood
 - o 2 smaller playgrounds are about \$25K-35K to replace and large playground on Maple Ridge is about \$100K to replace
 - o 2 smaller playgrounds will be replaced first
 - o Looking at 18-24 month timeline
- June 3rd is the community yard sale, June 10th spring cleanup and a dumpster will be parked by the pool to dispose of any items

ARC report:

- Imke White, current Chairman of ARC, gave overview of processes and procedures of ARC
- Currently one open application
- Goal is to get responses out within 30 days despite having 45 days to make a decision
- Most requests are to add porches/patios, enlarge driveways, landscaping
- Provide as much information as possible to ensure a response in a timely manner

Communication report:

- Jeff Schoolcraft, current Chair of Communications, is in charge of maintaining website and corresponding content
- Added option for email notifications of posts to community website to all community members if so chosen
- Added an online pool pass application option to community website
- Signed community up on Nextdoor.com. All residents are encouraged to join

Social Committee report:

- Melissa Doane chairs the Social Committee
- Charged with planning and executing all social functions within the community

Pool report:

- Margi Bilock, current secretary, also acts as the representative for all pool issues
- Building is 110 person capacity, full kitchen minus oven and stove
- For community use only; not available for rent by non-residents

Management report:

- Brian Heisler is the GHA Property Management representative for Twin Oaks Farm HOA



- Please get in pool pass applications ASAP before pool season begins
- Please direct all concerns regarding contracts the HOA holds to Brian ie. Pool, landscaping, trash pickup, etc
- 1 position on Board up for confirmation: Imke White
- 1 position is currently open

Homeowner issues:

- Playground equipment in front yards including basketball hoops – Brian to respond back
- Commercial vehicles parked on community streets
 - o This is allowed as VDoT controls the community streets
- Mailboxes with designs or covers on them when rules require that they need to be uniformly black – Brian to respond back
- Hand radio antenna conflicting with neighboring homes' cable television signals – Brian to respond back

Motion to appoint Imke White for board membership by acclamation: 1. Dave Potter 2. Rod Fillinger: APPROVED

Slate of officers for 2017-2018 term to include: Imke White

Old Business:

- None

New Business:

- None

Open Forum:

Motion to adjourn meeting at 8:34pm: 1. Caitlin Sharp, 2. Rod Fillinger: APPROVED

Next annual meeting will be May 15, 2018