

Meeting Purpose	VAC HOA Trustees Meeting	Date	11/02/2009, 18:30 – 21:00 EDT
Meeting Attendees	J.D Barlow – HOA President Dave Patton – HOA VP Andrew Lynch – HOA VP Marty Luxeder – HOA Treasurer Neil Wheeler – HOA Secretary	Location	Dave Patton's house

Meeting Minutes:

1. The meeting started with a nice dinner provided the wives of the Trustees.
2. JD called the meeting to order.
3. We reviewed the minutes from the last Trustees Meeting. There were no questions or additions. The minutes were accepted.
4. We discussed the Treasurer's Report. The Treasurer's Report was distributed. We are at 99.8% of budgeted income for the year. Transfer Fees have proven to be a good income for the HOA. We have 20 homeowners with past due amounts. Most have been sent to Collections. We are working with a few homeowners that have requested special payment arrangements. We are in very good shape financially. The Treasures Report was accepted.
5. We discussed Committee Updates.

Architecture Review Committee

- No update.

Block Watch Committee

- There was a car break-in on Park Circle. An email was sent out reminding the homeowners to lock their cars and not have valuables in site.

Communications Committee

- The Fall newsletter was distributed.

Fund Raising/Member Benefits Committee

- No update

Maintenance and Landscape Committee

- Mowing and trimming has continued. Ten trees were planted to replace dead trees that were removed this year; eight on the square, one on Pond 2, and one on Seton Court. Nineteen tons of large rocks were purchased for a Pond 1 culvert esthetic enhancement project. Len Fisher is leading the project. The current plan is to move the rocks this weekend and next. Len is organizing the Pond 1 homeowners for this work. There was some minor rutting when the dump truck drove on the common area. This was inspected by Neil and Ohio Estate Lawncare. OEL rolled a few areas with limited success. We will reevaluate if more remediation is required in the spring. OEL has been able to mow over the areas in question with no issue. OEL provided the 2010 pricing (which was provided to the Trustees). Neil received another bid for lawn care services that was almost twice as high as OEL. Because OEL is doing a good job and their pricing continues to be very good, Neil has no desire to change providers. Neil continues to remove unauthorized political signs from HOA property. Sprinkler winterization was scheduled for last week, but Neil has not received confirmation that it was performed. The North Entrance Sprinkler Controller needs to be replaced. Sprinkler Doctor has said the controller was an indoor controller, and was installed improperly. Neil has added funds to the 2010 budget for a replacement sprinkler controller.

New Member/Welcoming Committee

- No update

Pond Committee

- Periodic chemical applications were done and the ponds are reported as very healthy with clear water. The muskrats have either left or died, so no trapping is required this year. There has been no additional muskrat damage observed. The new fountain for Pond 4 was ordered and 50% was paid to AquaDoc. Instead of installing the new fountain, and then paying to have it removed a few weeks later, AquaDoc agreed to store the fountain until next year and install it in the spring. The Pond 3 fountain continues to function, but its life expectancy is unknown. Neil has added contingency funds to the 2010 budget for a replacement of the Pond 3 fountain. An email request was made of DelCo water to provide the schedule for duck/goose hunting on the pond so the schedule could be communicated to the homeowners. Neil also called P K Tudor who is the Manager at DelCo asking for additional information on the hunting schedule. The call went to

voicemail, so a message was left asking for a return call. Pond fountain removal was scheduled for last week, but Neil has not received confirmation that it was performed.

Recreation/Social Committee

- A homeowner requested that we have the second annual Turkey Trot and football game. Andrew will send emails and use the entrance signs to notify the HOA of the events. Andrew is working on a refreshment sponsor. Andrew will let John know we will advertise the event. Marty suggested that Andrew contact the new Kroger store for sponsorship.

Regulation Review and Elections Committee

- No update

Property Upkeep Committee

- No update

6. We discussed the 2008 Audit. Dave has one outstanding item to address. Neil provided some missing documentation for the outstanding item. Dave audited payments to Trustees and any expense over \$500. Once the last item is accounted for, Dave will issue a signed report. Dave suggested we add two Trustees signatures to the check request form and that we have someone besides the Treasurer review the monthly bank statement. All agreed on both recommendations.
7. We discussed the mailbox process. In early September, Andrew and Marty reviewed all mailboxes and identified 27 mailboxes that still need remediation. Letters were delivered to the homeowners asking that improvements be done by November 1. We discussed assessing the individual homeowners for a mailbox replacement and adding funds in the budget for the replacement. All agreed that we should send a certified letter to the four worst offenders telling them that they need to replace their mailbox, or we will have it replaced and the cost added to their yearly dues invoice. Andrew and Marty will work on a letter.
8. Andrew provided an update on the lawsuit. We are still waiting on the judge to set a date on a pre-trial hearing. He is hoping for a mid-November date.
9. We discussed new business.
10. We discussed the 2010 Budget. We discussed that we want to keep the fees the same if possible.
11. We discussed ideas about Landscape architects to design the front entrances. Dave suggested that we contact the colleges to see if an arrangement could be made for architecture services.
12. We discussed the Christmas Light Contest. We will send an email, and do signs pointing to the website. Andrew will talk to Kroger about providing an award.
13. The next Trustees meeting will be in January. The focus will be the March General Meeting. The 2010 budget will be approved through email.
14. The meeting was adjourned.

Issues / Action Items:

Issue/Action	Owner	Status	Comments
Investigate how to get addresses for the green space	Andrew	In Process	
Compile a list of rental properties	Marty	In Process	
Audit the 2008 books	Dave	In Process	
Perform mailbox audit and send letters to the homeowners most out of compliance	Andrew	Completed	
Review Deed Restrictions	Marty	On Hold	The Committee has not met and seems not interested in moving the project forward.