Board of Directors Meeting

September 13, 2022 Minutes

Location: OCCC

Board Members Present: Jeff Slaughter, Jim Gallo, Katelyn Wright,

Board Members Not Present: Tanya Cornwell, Tim Davenport

Signature Properties Present: Tricia Childress

Homeowners Present: 0

7:04pm

**Call to order by Jeff Slaughter**

**Old Business**

Minutes –

February, June and July minutes not approved. They are still being worked. Will approve at next meeting.

Front Entrance –

* Two more bushes are dead. Jim to call Ed’s landscaping again to take care of them.
* Dominion Power is still in work. We will work on getting this restarted and getting the load analysis completed so that we can get a final cost.
* Signature Properties has found a vendor that could install commercial solar lights in the island to illuminate the sign. They will reach out to vendor to start a quote and get details. Still in work UPDATE: Board installed two solar lights at the sign. Not ideal but they do light up the sign at night. Board still working on getting commercial grade lighting.

C&F Bank-

* Jeff to work with bank to update signature cards to add Tim as Treasurer. Jeff stopped by bank to get update on contact and will work this issue.

ARB –

* Homeowner has constructed an outdoor movie screen that appears to be permanent without ARB approval. Homeowner was sent an email about this with no response. Signature properties will follow up with letter. UPDATE: Signature sent two letters to homeowner and sent an email. Last letter sent today. Will give homeowner on week to respond. If not, board members present voted (all aya) to have attorneys send homeowner a letter about being in violation of the HOA documents.
* Homeowner on Christian Ridge Drive submitted multiple ARB requests and several are lacking the necessary detail for ARB to determine acceptability. Jim to reach out to homeowner to get further clarity on proposed improvements. UPDATE: Jim called homeowner and the homeowner withdrew all applications. They will resubmit when ready to actually start the projects.

Annual Dues –

* Several homeowners are late on annual HOA assessments. Letters have been sent to all by Signature Properties. Tricia will reach out to each homeowner to make positive contact to ensure we have the correct contact information. Board will decide on sending these accounts to collections at next meeting. UPDATE: Signature Properties has made positive contact with all but three homeowners. Several have paid but several still not responded. Jeff to reach out to the remaining homeowners with one more attempt to collect prior to sending to collections.

Signature Properties-

* Signature Properties will be refunding the service fee for any homeowner charged by ManageCasa when they paid their HOA assessments. Tim and Tricia to create a letter to go out with the refund to explain what the issue was and why the refund. UPDATE: All homeowners have been refunded. This matter is closed.

Compliant-

* Board received complaint about the ground hogs at the culvert pipe on Christian Ridge Drive. Board will call Animal Control and/or Game Warden to see what can be done. Katelyn will work on this. UPDATE: Board decided to do nothing with the ground hogs. This is closed.

National Night Out –

* Is it too late to do anything this year? Jeff will check up with this. UPDATE: Jeff checked with Sherriff’s office and we could still apply but we are too close to the actual night so we are going to pass this year.

**New Business**

ARB- No new applications or issues

Annual Meeting –

* Jeff to work with Tricia on getting out nominating committee letter and Annual Meeting notice to all homeowners
* Annual meeting proposed for November 15, 2022. Tanya to check with OCCC for availability.

C&F Bank-

* Money placed into CD 11 months ago is up for renewal. Board member present voted to extend the CD to 24 months. All aye. Jim will work with bank to extend.

The next Board meeting is scheduled for Tuesday, October 11, 2022 @ OCCC at 7pm.

7:50pm

Jeff motioned to adjourn.

Jim seconded. All aye. Adjourned