

**Officers:**

President: Tessa Dysart  
Vice President: Joe McIntire  
Treasurer: Mary Molloy  
Secretary: Andrew Dysart  
Pool Director: JT Fears  
Maintenance Director: Art Ray  
Hospitality Director: Denee Harris  
Architecture Director: Joseph Rodriguez  
Business Manager: Stacie Dayton (Non-Officer Position)

**Board of Directors**

Andrew Dysart (Term Expires: 2015)  
Art Ray (Term Expires: 2015)  
Courtney Brown (Term Expires: 2014)  
Denee Harris (Term Expires: 2015)  
Joe McIntire (Term Expires: 2016)  
Joseph Rodriguez (Term Expires: 2014)  
JT Fears (Term Expires: 2016)  
Mary Molloy (Term Expires: 2014)  
Tessa Dysart (Term Expires: 2016)

**Board Meeting called to order at 7:31pm**

**Present:** Andrew Dysart, Art Ray, Courtney Brown, Denee Harris, Joseph Rodriguez, Mary Molloy, Tessa Dysart, and Stacie Dayton

**Absent:** Joe McIntire, JT Fears

**Agenda:**

- **Approve 11/25/13 Minutes**
  - Approved without objection
- **President's Report**
  - Ditches
    - Tessa discussed that the city came out to look at the drainage ditches in our neighborhood. The city will be following up after they determine what they are going to do to fix the drainage.
  - City Town Hall Meeting
    - There is a town hall meeting on Monday, December 16, 2013 at 6:30p.m., at the Tallwood High School with City Councilman Bob Dyer
    - He will be speaking about changes in Centerville
  - Cox Cables
    - Tessa contacted Cox and they are looking into burying the cables that are in our neighborhood
  - Contact via Email
    - Everyone present agreed to receive communications and notices concerning Board related information via email
  - Keys
    - The Board approved copies of the clubhouse front door, office, and gate keys to be made for all board members. Board also approved making a master set of keys for all the other doors/locks that will be kept in the office for use by Board Members.
- **Treasurer's Report**
  - *See attached Treasurer's Report*
  - Money spent October to November
    - *See attached Treasurer's Report*
  - Bank fees

- \$1,000 in monies was transferred from the reserve fund to the special assessment account in order to avoid the \$12 monthly low balance fee
- We also changed the account type for the reserve account to avoid paying bank fees (we now must have \$3000 in the account)
- Account balances
  - Special Assessment Account: \$448.00 (plus \$1,100 from reserve account)
  - Reserve Account: \$5,466.48 (\$1,100 in special assessment account)
- Spending Association money generally
  - Must receive board approval prior to spending money on behalf of the association
- **Vote to go into executive session to discuss specific delinquent accounts and violations issues:**
  - Approved without objection

*Executive Session called to order at 7:41p.m.*

**Executive Session Notes:**

- Discussed delinquent accounts issue
- Discussed violations issue

*Executive Session adjourned and returned to the regular Board Agenda at 8:01P.M.*

**Return to Regular Board Agenda:**

- Present Board Members voted in favor of the delinquent account issue that was discussed during the Executive Session
- **Approve 2014 PUD Fees**
  - CPI increase would equal 2.00%, or \$7.21 (which would equal an annual PUD total of \$367.71 per owner)
  - Board voted to increase the PUD fees to \$367.00 per homeowner
- **Finalize 2014 Budget**
  - Amending pool contract
    - Discussed the contracts from High Serra
    - Three contract prices discussed totaled: (1: #01891-0003) \$23,500; (2: #01891-0004) \$22,700; and (3: #01891-0005) \$20,500.00 (*see attached estimates*)
    - These contracts include winterization, which was a separate \$2,584 expense under our contract with AAA
    - Option 2, for \$22,700, was adopted without objection by the board
  - Paths (Tessa)
    - Discussing the quotes that we received from Action Paving and Construction and from Allen Paving
      - Action Paving and Construction:
        - Three options (*see attached estimates*)
      - Allen Paving:

- \$6215 estimate for only an overlay of the Antioch St/Antioch Way/Adelphi Rd/Amherst Lane cross section of the paths
  - Board deferred selecting a contractor pending additional bids
  - The Board approved without objection budgeting \$10,000 for path repairs
- Audit (Stacie)
  - Stacie thinks it will be \$5000 for the first year and less for each additional year
  - Board approved without objection budgeting \$5,000 for the audit
- Changing locks on barn/barn roof (Joseph/Art)
  - Joseph will talk to a contractor that he knows, he thinks they can do it for \$500. Joseph will report back at a future meeting concerning this
  - Board approved without objection budgeting \$500 for the barn repairs
- Reserve fund (Tessa)
  - The Board voted to budget \$5,021 for the reserve fund
- A/C for clubhouse
  - The Board voted to budget \$750 for a floor air conditioner unit for the clubhouse
- Tree removal near Bucknell (Tessa)
  - There is a tree that needs to be removed here, Art will look into it
  - The Board approved without objection budgeting \$1,500 for tree removal, taking some of the money from Electrical repairs, which was lowered to \$400
- Mowing of "Triangle" (Tessa)
  - Our lawn care guy will mow this area for an extra \$300, because this is not in our normal lawn care contract
  - The Board voted to add to our budget for lawn services \$300.00 in order to allow for this area to be mowed
- Tax penalties
  - Mary contacted the IRS and they do not know if they have all the information, they need from us to determine the penalties for our unpaid taxes. Our current penalties are \$2,800.00. Hopefully this amount will be lower once the IRS reviews all our paperwork.
  - The Board voted to budget \$2,800.00 for the possible tax penalties
- Pool pass revenue
  - Board estimated that \$300.00 would be received in pool pass funds
- Training
  - Board approved \$100 for training for Stacie and possibly other Board Members
- Attorney's fees
  - Board voted to budget \$5,000 for attorney's fees for 2014
- Bank fees
  - The Board voted to lower the budgeted amount for bank fees since we modified our bank accounts in order to not have fees
- Insurance

- Stacie provided the final amount for our insurance, which was added into the budget
- Permits
  - The Board budgeted money for the relevant state and local permits
- Social Events
  - The Board budgeted money for community-wide social events
- Signs for paths
  - The Board modified the amount budgeted for signs for paths
- Miscellaneous
  - The Board budgeted \$1000 for miscellaneous expenses
- The board voted to approve the above budget for 2014 (see attached approved budget)
- **Other Business**
  - Tree on Association shed
    - Art said this was taken care of
  - Changing locks on barn (Joseph/Art)
    - Tabled until a future meeting
  - Neighborhood watch (Joseph)
    - Joseph talked to a Lt. in the Va. Beach PD and we need to talk to them again to determine what needs to be done to restart the neighborhood watch
    - Joseph will update at a future meeting
  - Stacie's duties
    - Tabled until a future meeting
- Date for next meeting: January 13, 2014

**Questions and Issues Presented from Homeowners:**

- There were no homeowner questions

Board Meeting adjourned at 9:34pm

**Agenda Items for 1/13/2014:**

- Social Media Accounts (Andrew)
- Stacie's Duties (Stacie)
- Neighborhood Watch (Joseph)
- Barn: Locks and Roof (Joseph/Art)
- Pool Contract
- Paths Contact

**Attachments:**

- 12/9/2013 Agenda
- 12/9/2013 Treasurer's Report
- 2014 Proposed Budget
- 2014 Approved Budget
- High Sierra Pool Contract 01891-0003 for \$23,500.00
- High Sierra Pool Contract 01891-0004 for \$22,700.00

- High Sierra Pool Contract 01891-0005 for \$20,500.00
- High Sierra Pool Contract Details (7 pages)
- Action Paving & Construction Bid from 12/9/2013

Respectfully Submitted,

/s Andrew B. Dysart  
Andrew B. Dysart  
Secretary  
Abingdon Village Homes Association