



The annual meeting of the Villages at Westminster membership was held on Thursday, December 3, 2015, at 7:00 p.m. in the Kitzinger Community Room of the James City County Library 7770 Croaker Road, the President being in the chair and the Secretary being present. Mrs. Corinne Picataggi introduced the Board of Directors. A quorum of members as required per the Amended and Restated Bylaws of September 2, 2003, was announced present with 53 members in attendance and 50 proxies submitted.

#### **President's Report**

Mrs. Picataggi (Oxford) provided an update on the 2015 Capital Reserve Study and on the opportunity to renew the Neighborhood Watch Program. It was announced that Mr. Doug Sappington (Somerset) has agreed to lead the effort to reestablish the Neighborhood Watch Program during the upcoming year on behalf of the Association.

#### **Secretary's Report**

The minutes from the previous meeting were distributed and approved as corrected upon motion of Ms. Karen Peifer (Somerset).

#### **Nominations**

Mrs. Picataggi submitted Mr. Eric Myers (Somerset) nomination to fill another three-year term on the Board of Directors. There were no further nominations from the floor. Upon motion of Mr. Richard Smith (Somerset), Mr. Myers was elected by acclamation.

#### **Treasurer's Report**

Mr. Paul Holt (Kensington) provided a review of the 2015 financial status as of October 31, 2015, and presented the proposed 2016 budget. No change in assessment was recommended for 2016. The 2015 Capital Reserve Study is being reviewed by the Board to determine potential impacts to 2017 assessments.

#### **Pool Facility Committee**

Mrs. Picataggi reported that one of the sand filters had to be replaced at the start of the 2015 season and she has asked the pool management company to provide an inventory of equipment to the Board. She indicated that the sand in the filters requires replacement.

#### **Grounds Committee**

Ms. Donna Ward (Kensington) indicated that there was nothing to report but requested that the Board provide their expectations.



### **Social Committee**

Mrs. Picataggi reported that a cookie swap is scheduled for next week. Community events held in 2015 included an Easter egg hunt, Independence Day parade, adult's only Halloween Party, and a fall festival.

### **Architectural Review Committee**

Mr. Jeremy Seltzer (Sommerset) indicated that there are no outstanding requests for property improvements and violations of the Declarations of Covenants, Conditions, and Restrictions of October 7, 1997, continue to be addressed.

### **Property Manager's Report**

Mr. C. J. Jones (Berkley Realty Property Management) reported that preparations are underway for submittal of grant applications for: a Clean Water Heritage Grant of up to \$2,000 to complete enhancements, non-routine repairs and other assistance for best management practice (BMP) and a Neighborhood Drainage Maintenance Grant of up to \$50,000 to complete repairs to drainage facilities.

### **Unfinished Business**

There was no unfinished business from the previous annual meeting.

### **New Business**

There were no motions made for new business.

Members discussed:

1. A request to add two referenda to the agenda. Mrs. Picataggi reported that the request was received after the agenda had been sent to the membership.
2. The installation of additional street lamps. Mrs. Picataggi indicated that the Board was pursuing a petition to present to the James City County. Mrs. Picataggi asked the Secretary to prepare an article for the next newsletter to explain how members can report non-working street lamps to Virginia Dominion Power.
3. The increased presence of James City County Police Department throughout the neighborhood.
4. The overall appearance of the neighborhood. Mr. Jones indicated that he planned to submit a work request to James City County to address misaligned street signs. Mrs. Picataggi indicated that the Board will be obtaining bids in 2016 to repair the split rail fencing between the clubhouse and the BMP.

The general sense of the membership was that the holiday decorations at the entrance are well-done.

### **Announcement of Election Results**

Mr. Myers accepted the results of the election and will serve 2016-2018 on the Board of Directors.

### **Adjournment**

The meeting adjourned at 8:02 p.m. upon motion of Mr. Paul Billings (Oxford).

Linda Cole,  
Association Secretary

Approved as amended December 15, 2016