

**VoW HOA Board of Directors Meeting Minutes – September 24, 2014**

A meeting of the Board of Directors was held on September 24, 2014 at 7:00 pm at the Villages of Westminster clubhouse.

* Board Members present: Corinne Picataggi, Richard Newsome, and Jennifer Hayden.
* Non-Board Members present: CJ Jones of Berkeley Realty Property Management and seven community members.
* The President, Mrs. Picataggi, called the meeting to order at 7:00pm.

**REPORTS**

**Secretary's Report**

Approval of the July Board Meeting minutes

* A motion was made by Mr. Newsome to approve the minutes of the July 2014 Board of Directors meetings. The motion was seconded by Ms. Hayden. Motion carried without dissent.

**Treasurer's Report**

* Mr. Jones and Mr. Newsome reviewed the income and expense activity for the Association and noted the following since the July 2014 meeting:
  + Operating funds (checking and money market) balance is currently $85,269.40
  + Capital reserves (CD) and money market balance is currently $87,639.49
* There is a total delinquency of homeowner dues and trash payments of $1,380.85
* Currently operating at budget.

**OPEN FORUM**

* A presentation was given by two homeowners requesting the Board to consider allowing an urban archery program in selected common areas of VOW. The request included a map of selected locations and information regarding state and local laws on urban archery. Questions were posed by other homeowners present. A decision was made by the Board to solicit feedback from the community prior to making a decision on the request.

**COMMITTEE REPORTS**

* **Architectural Committee**: Mr. Seltzer
  + Nothing to report
* **Deed Restrictions**: CJ Jones
  + Mr. Jones will be reviewing a home on Powner Ct. this week for possible deed violation
* **Pool Committee**: Corinne Picataggi
  + Waiting for Douglas Aquatics to return messages regarding contract for next year.
* **Swim Team:** Corinne Picataggi
  + The team will be fundraising in off season to prepare for next season.
* **Social Committee**: Corinne Picataggi
  + Wine & Design was well attended with 20 participants. The social committee anticipates hosting another Wine & Design in the clubhouse.
  + A post trick-or-treating whipped cream war is planned for October 31st on the soccer field.
  + A Fall Festival is planned for the community on November 16th. Mrs. Picataggi is working on coordinating a chili cook-off and activities for children.
  + A cookie swap is being planned again for December.
* **Grounds Committee**: Dana Newsome
  + Mr. Newsome, Mrs. Picataggi and Mr. Jones reported the following:
    - Long-term plan is being created to address common areas, including:
      * Removal of shrubs to be replaced with more sustainable plants
      * Removal of shrubs along Glenwilton and Wellesley due to bag worms
    - Matching grant received from JCC
      * Tewksberry and Weathersfield are the anticipated areas of focus for spending the grant
      * As part of the grant, VOW will have access to a master gardener
    - Concern has been raised that some shrubs are beginning to block driver visibility.

**MANAGERS REPORT**

* Mr. Jones reported the following:
  + A $500 matching grant has been awarded to VOW from JCC.
    - Plans for use of these funds include re-working medians with more drought tolerant plants.
  + Tree trimming bids
    - Crepe Myrtles along Wellesley and near clubhouse need to be pruned.
    - Cherry trees along Wellesley are potentially too close to intersections; therefor, VDOT will be inspecting them to determinewhether removal will be necessary.
  + BMP Inspection Report from JCC
    - Mr. Jones received a bid of $7,000 to clean-up the areas around the pond, per JCC demand.
      * According to JCC, all woody vegetation along dam side and downside 10 feet past the tow of the dam needs to be removed.
      * JCC has a clean-water grant program for up to $2,000 in matching funds. Mr. Jones is hopeful JCC will approve VOW grant application by November. Work would have to be completed by mid-May.
      * Can be funded through a combination of the grant and capital reserves.
  + Back Pond
    - Aerator in back pond is damaged and needs to be replaced. Mr. Jones received a bid from Solitude for replacement of the aerator.
    - Capital reserve funds can be used for the replacement of the aerator.
    - Mr. Newsome motion to approve bid from Solitude for aerator. Motion was seconded by Ms. Hayden. Motion carried without dissent.

**OLD BUSINESS**

* None to report.

**NEW BUSINESS**

* Categorizing Income and Expenditures
  + Mrs. Picataggi requested the Board consider a more streamlined method of budgeted expenses for consistency across years.
* Budget Requests for Committees
  + Mrs. Picataggi asked for all committees to submit a budget in advance of October budget meeting.
* Next meeting is scheduled for November 19, 2014 at 7pm in the clubhouse.

**ADJOURNMENT**

* With no further business to discuss Mrs. Picataggi asked for a motion to adjourn. Motion to adjourn made by Mr. Newsome and seconded by Ms. Hayden. The meeting adjourned at 8:40pm by Mrs. Picataggi.

Respectfully submitted,

Jennifer Hayden

VOW Secretary