

CLAIRMONT MANOR HOMEOWNERS' ASSOCIATION, INC.
P.O. BOX 371, CULPEPER, VA 22701
www.clairmontmanor.com

- *A Covenant Community* -

2011 Annual Meeting Minutes

3/08/11, 7:00 PM – 8:20 PM, at Germanna Community College, Culpeper Campus

The meeting was called to order at 7:02 PM. The meeting was chaired by President, Leslie Probst. In attendance were Officers Leslie Probst, Lisa Fettig and Page Timberlake; Directors Leslie Probst, Chuck Suter and Dencil Johnson; ACC Member Jimmy Timberlake; and Members Barbara Lindahl, Jack Inskeep, Mike and Heather Heard, Bob McMichael, Jill Culver, Linda Braun, Janice Pence and Jim Underhill. There were 15 voting parties present, not constituting a quorum of the members (38 is a quorum). The meeting proceeded with the understanding that it lacked a quorum and that any matters voted on would also be mailed to the non-attending members to secure a quorum vote.

An Agenda, a copy of the 2010 Finances, and a copy of the 2011 Budget were presented to each attending member. A copy of each is attached hereto. These minutes are recorded in order of the Agenda.

Present 2010 Accounting: After members reviewed the 2010 Accounting, several questions were answered and clarifications were presented. The Treasurer, Lisa Fettig, went over each line item answering questions as they arose.

Present Approved 2011 Budget: Members reviewed the 2011 Budget. The Treasurer shared that the Board of Directors meets annually in January to adopt the year's budget. The proposed budget is created by the Treasurer based on the previous years' actual expenses. Most costs go up, but some do come down.

Present 2011 ACC Status:

Dead/Dying Tree Removal: A brief discussion was held on the dead/dying tree removal. The Board chose to not remove any dead/dying trees and allow the ACC to proceed with the issue through covenant violation notices.

Front Entrance of Community: A brief discussion was held about planting some flowers this spring in the middle island coming into the community. All attendees were in agreement with this and flowers will be planted in late April or early May.

Discussion on Enforcement of Speed in Community: A brief discussion was held about excessive speed in the community. The point was brought up by one member that several school buses are in violation of this. It was decided that the school bus shop will be notified of this and asked to address it with their drivers. After discussion, it was decided to notify the Culpeper Sheriff's Department to ask that a traffic/speed survey be conducted in the neighborhood and then they give us recommendations after their findings. The traffic/speed survey will take 48 hours to complete.

Covenant Enforcement: The ACC will be performing community inspections for violations and will issue notices on violations in the near future with a pro-active and meaningful effort to resolve any violations with the members amicably.

Open for Questions and Comments: One member asked about all of the drainage pipes in the subdivision in regards to prior erosion control, i.e. slit fence still being in placed. Jimmy Timberlake responded to question by stating he would inspect all of the drainage pipes in the subdivision within one week and take any necessary actions that would be needed.

Elect Board of Directors: Due to the lack of a quorum at this meeting, we proceeded with nominations and voting for the Board of Directors with the understanding that a mail-in-ballot will be required for members not in attendance.

Members present at the meeting who are not currently serving were asked if they were willing to serve on the Board. No volunteers stepped forward. The following members were nominated, the nominations were seconded and carried with no opposing votes, 12 favorable votes, and these nominees are willing to serve as Directors:

Dencil Johnson, Chuck Suter and Leslie Probst.

These individuals will serve as acting Directors until the required votes are secured. A mail-in-ballot will be sent to all members not in attendance at the meeting.

Open Discussion

Summer Cook-Out: A summer cook-out idea was brought to the board. The board supports a summer cook-out and will furnish the main course and side dishes for this cook-out. All members would only be asked to bring their beverages and lawn chairs. Secretary, Page Timberlake will be mailing out a questionnaire to members to see if there is enough interest in the community to have this event.

Adjourn Meeting

There being no further business before the Board, the meeting was adjourned at 8:20 PM.

Should you have any questions, please contact Page Timberlake Secretary, at (540) 727-8807, page.timberlake@greenfiber.com.

Update on open items March 17

1. VDOT has been contacted about culvert pipes that are rusted and that Jimmy thinks is their responsibility. No response yet from VDOT, but will keep on them.
2. Complete water box at entrance of community has been replaced, grass seed planted and “orange marker” placed to hopefully prevent damage to water box again.
3. The sheriff department completed their traffic/speed survey at midnight Tuesday night, 3/15/2011. I spoke with Mr. C. J. Johnson this morning and the results were as follows:
 - a. In the 48-hour period, approximately 800 cars were recorded going over the monitors. Out of the 800 cars, approximately 100 cars were recorded going over 25 MPH. The sheriff department will set up their “Smart Cart” today and will keep it in the community until Sunday, March 20th. **At that point, we will need to make the decision if we want to have the sheriff department do speed enforcement in the neighbor. Please let me know your feelings on this, as I will need to let Mr. C. J. Johnson know what direction we would like to take on this.**
 - b. The heaviest traffic during this survey was 5:00 p.m. to 9:00 p.m.
4. A flyer will be placed in all homeowner’s mailbox today to poll the interest level in a summer cook-out in the neighbor. Will update each of you after I get the responses back at the end of April, 2011. I have attached a copy of this flyer.
5. Mail-in ballots for Board of Directors were sent out Monday. To date have received back 4 of them, will update as soon as we receive enough ballots back.
6. Minutes from the annual meeting have been approved and Les will be posting them on the website. Les will also post the Update on Drainage Pipes in Community on the website, so the members who were in attendance at the Annual Meeting can see the update.

March – 15 - Update on Drainage Pipes in Community (concern from member at annual meeting):

All drainage pipes in subdivision were inspected on Saturday, March 12, 2011 by Jimmy Timberlake and the following updates/actions taken:

1. Drainage pipe @ Lee Kirk:

Upstream side silt fence removed / downstream side- clear–draining good

2. Drainage pipe @ Warren Shaw:

Upstream side silt fence removed / downstream side removed – draining good **Note: culvert pipe rusting – VDOT issue**

3. Drainage pipe @ Chris Decker:

Upstream side – clear / downstream side – clear

4. Drainage pipe @ Scott Lindahl:

Upstream side silt fence removed / downstream side – clear

5. Drainage pipe @ Tim Chilton:

Upstream side silt fence removed / downstream side - clear **Note: On downstream side (between McMichael and Probst) the double barrel culvert was blocked up – cleared it out. There is a small amount of vegetation at this site, which is a good thing.**

6. Drainage pipe @ Josephine Casamo:

Upstream side – a lot of grass and silt fence which is blocking upstream side – too much present to clean out by hand. No silt fence was noticeable or present. **Note: VDOT issue** Downstream side – evidence of silt fence at one time, not an issue now

7. Drainage pipe @David Englar

Upstream side silt fence visible – not a problem / downstream side – clear – lots of vegetation – good thing.

8. Drainage pipe below Chuck Suter's property:

There are two culvert pipes – one is open and the other one is pretty well blocked up. Both culvert pipe appear to be rusting on the bottom, approximately 12 to 14" bottom invert gone – **VDOT issue**

9. Culvert pipe at the main entrance is draining, but also appears to be rusting through bottom of invert 12 to 14". **VDOT issue**

