

Boxwood Property Owners Association

Board of Directors Meeting

Monday October 7, 2019

Minutes

Call to Order: The meeting was called to order at approximately 6:40 pm at 515 Lady Slipper Lane by David Corry. Present were: directors David Corry, Suzanne Corry, Colene Mosley, Andrea Singy and Aaron Traphagen; staff Jennipher Lucado of Brownstone Properties; and homeowners Charles and Lisa Flannery and Erica Grant-Small.

Minutes: Motion to approve minutes for August 6, 2019 meeting made by Andrea, seconded by Suzanne, unanimously approved.

Member Comments: David called for any comments from resident members. Andrea raised issue of parking on the street. David noted that the board lacks authority to regulate parking in the City right-of-way but said if the Board desired to get into the business of trying to make friendly suggestions about preferences to neighbors, it could get into that practice. Suzanne raised issue of a pod placed in a driveway and whether this was addressed in the governing documents. The pod has recently been removed. Aaron made a suggestion: ask for notification from homeowner when placing a pod in driveway so the board will be aware of placement. David reported that homeowners are not required to do this under our current restrictions and questioned if the Board wanted to get into this area of making suggestions to do things outside of the documents. Andrea raised issue of sidewalk sections in need of repair. Andrea will email Jennipher the location of various sidewalk problem. Jennipher will email the City of Lynchburg to repair sidewalk. Andrea has requested that gypsy moss be sprayed in Spring 2020.

Staff and Financial Report (Jennipher): Jennifpher reported that Boxwood has an accounts receivable balance of \$699.20. Follow up on Brownstone action items: late notices and lien letters were sent to delinquent homeowners. Pool coping painting project has been completed and vendor has been paid. Brownstone spoke to homeowner regarding tall grass. Homeowner is in compliance as long as grass height is under 12 inches. Brownstone spoke to homeowner regarding commercial vehicle parking violation. Jenny was reported to have adjusted the pool exit gate's automatic locking mechanism. Issue regarding real estate signage has been resolved.

Architecture Review Committee Report (Aaron): Homeowner at 223 Honey Tree has been given approval for permanent foundation structure.

Common Area Committee Report (David): Consideration of replacement of diseased boxwood plants in the entry island and removal of fallen/dead trees in the common area will remain on the agenda until the committee meets. David will plan to contact an arborist and botanist.

Pool Committee Report (David): Jennipher confirmed a remaining balance of \$22,412.00 in the budget for pool furniture. Suzanne will inventory remaining pool furniture. The board would like to replace all tables that are marred or stained such that they cannot look clean. The same style of table is to be purchased. Brownstone will obtain pricing for replacing coping and tiles

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around the pool. Brownstone will obtain pricing of pool sails to provide shade on pool deck. Pool shelving in the storage closet has been purchased and installed.

Events and Social Committee Report (Andrea):

Erica provided her email address: erical1963g@att.net to add to email blast account. Amanda Council and Hannah Bilodeau will be organizing the Chili Cook-off for 10/19/19 at 5pm. Andrea will send Suzanne an email blast for the Cook-off. There will be a Halloween Decoration Contest this year. Two homeowners expressed interest in the mailbox update; David will find a painter for the project if there is sufficient additional interest. Andrea will compose a survey to be sent to all homeowners. Andrea will finalize the November 2019 Newsletter. Suzanne will send the newsletter via email blast.

I/T Committee Report (Aaron): Aaron will get committee together & install new equipment.

New Business: The board reviewed survey questions submitted by Andrea. David suggested edits and Andrea will finalize the survey for distribution to the homeowners. This was agreed by consensus. The board reviewed the budget for 2020/2021 and made suggestions for staff revision and return to the Board for approval.

Adjourn: Meeting was adjourned at 8:35 pm by David.

Submitted by

Suzanne Corry
Secretary

Future 2019-2020 Meeting Schedule, held at 6:30 p.m.

Monday, January 6, 2020	Board of Directors Meeting
Friday, March 6, 2020	Members Annual Meeting
Friday, March 20, 2020 (back-up date)	Members Annual Meeting