

Sutherland Farms Homeowners Association

2016 Annual Meeting Minutes – January 9, 2016

- I. **Call to Order 2016 Sutherland Farms HOA Annual Meeting – Reggie Stewart, President**
- II. **Looking Back at 2015 – Officers and Board of Directors**
 - a. Functioning Within the Operating Budget
 - i. We reviewed the 2015 Income and Expense statement in detail. This statement ending 12/31/2015 can be found on our HOA website (www.sutherlandfarmsbg.com) under the Documents tab.
 - b. Landscape Maintenance
 - i. Removal of 6 dead trees.
 - ii. Planted 34 new trees in common areas (25 white pines, 9 deciduous trees).
 - iii. Trimmed trees at both entrances, as well as on islands at Daisy Field and Roseberry.
 - iv. Aeration, over-seeding, and topsoil at Cross Hall Loop.
 - c. Neighborhood Restrictions and Enforcement Update
 - i. Created new fence approval form and posted it to the website.
 - ii. Corner fence modifications in accordance with Warren County ordinance.
 - iii. Common complaints included fences creating safety hazards for drivers and playing children, utility trailers in driveways, and cars parked on the street.
 - d. Social Committee Update
 - i. Successful neighborhood yard sales in May and October.
 - ii. Successful Spring Fling neighborhood picnic held in July
 1. The Social Committee is considering moving up the date of the Spring Fling picnic to late April/early May hoping for milder, more favorable weather conditions.
- III. **Financial Review and Proposed Budget for 2016 – Geri Connally, Treasurer**
 - a. The overall proposed operating budget was discussed and voted upon. All in attendance voted unanimously in favor of the budget.
 - b. We discussed the likelihood of increasing the annual HOA assessment fee as our expenses have surpassed our assessment income. An increase of \$20 to \$25 (for an annual fee of \$145 or \$150) would likely be the board's recommendation. We anticipate discussing and voting on this increase at the 2017 annual meeting.
 - c. The 2016 Budget can be found on our HOA website (www.sutherlandfarmsbg.com) under the Documents tab.
- IV. **Discussion Topics for 2016 – Officers, Board of Directors & Homeowners**
 - a. Future Needs and Projects
 - i. Updated solar lighting at entrances
 1. The board will look into the costs and options for replacing the lights (or possibly just their battery packs).
 - ii. Maintenance and painting of street signs and posts

1. The board will begin researching the costs for this project, as it will be necessary within the next year or two. It was agreed that this project should take priority over the picnic area.
 - iii. Possible picnic area at Cross Hall Loop
 1. A project of this scope would require input and approval by nearby homeowners and would likely require a special one-time assessment in order to be completed.
 - iv. It was suggested that we consider 2016 a “maintenance only” year for our landscaping so that we would have a reference point for what it costs just to maintain our landscaping, without improvements. This will be an important factor in recommending increased annual assessment fees going forward.
- b. Committees
- i. Jacqueline Rowe will continue as our Social Committee chair.
 - ii. Gerry Otto will continue as our Restrictions committee chair.
- c. Pet Etiquette
- i. A resident expressed concern regarding neighbors not picking up after pets in other neighbor’s yards or on sidewalks. Other residents echoed this concern and the board confirmed that we receive complaints about this process fairly often. It was discussed that the “pet etiquette” email should be sent out exclusively on a regular basis (probably quarterly).
- d. Neighborhood Watch
- i. A resident inquired about our neighborhood watch program. It was suggested that we keep neighbors alert and aware of problems throughout the county, perhaps through a quarterly awareness newsletter. It was also suggested that we might look into the Sheriff’s office attending the Spring Fling to give an update on crime trends. This resident offered to provide the board with data/numbers to include the awareness newsletter.
- e. Stop Signs & Intersection Safety
- i. A resident asked about the county road department installing flashing lights around the stop signs in an attempt to get drivers’ attention. Speed tables/humps/strips were other suggestions. The specific areas of concern were the intersections of Morning Dove & Nugget, Wisteria & Nugget, and Nugget & Roseberry Circle (near the Long Road entrance) The board agreed to look into this and will contact the county to investigate options/costs.

V. Election of Board Members

- a. All existing board members were willing to remain, and two new Alternate board members were added*. All board members were unanimously approved by those in attendance. All existing Officers were also willing to remain in their posts and were approved by the 2016 board:
 - i. President: Reggie Stewart
 - ii. Vice President: Gerry Otto
 - iii. Treasurer: Geri Connally
 - iv. Secretary: Jacqueline Rowe
 - v. Board Member: Mark Gardner
 - vi. Board Member: Rebecca Lee

- vii. Board member: Sherry Novelli
- viii. Board Member: Jessica Surber
- ix. Board Member: Josh Turner
- x. *Board Member: Mike Yates (Alternate)
- xi. *Board Member: Charles Emberton (Alternate)

VI. Meeting Adjournment – Reggie Stewart, President