

Boxwood Property Owners Association

Board of Directors Meeting

Monday May 8, 2023

Minutes

Call to Order:

David Corry called the meeting to order at 6:30 pm. Present were directors David Corry, Suzanne Corry, Kyle Simpson, Scott Ray, Kevin Struble, Kenan Bell and Ava Trill; pool committee member Cheryl Morris; staff Marsha Bryant of Brownstone Properties. Absent was director Sean Collins, Hannah Bilodeau and Ty Bilodeau. Homeowners present were Steven and Caitlyn Despins.

Comments from Association Members:

Steven and Caitlyn Despins expressed interest in creating a “dog space” near the pool parking lot. Discussion: this suggestion was denied in years past but the board is willing to keep this idea in mind. While canvassing the neighborhood for the signature campaign, the following suggestions were made. Allow homeowners to have chickens on their property. Put a chain across the pool parking lot entrance; Kevin Struble suggested a key entrance if possible. The board will refer the parking lot entrance suggestion to the common area committee for consideration. A homeowner is willing to pay half to replace the basketball rim & base, sitting at the top of Marguerite Drive. David Corry suggested a permanent basketball net be installed in the pool parking lot and to suggest this topic in an upcoming newsletter. Call the city regarding a flickering light; Kevin submitted a work order to AEP. Trim the trees by the pool to create a channel for sunlight; this will be a wish list item.

Handouts Provided:

Meeting Agenda

Minutes from April 3, 2023 meeting

Approval of Minutes:

Motion to approve minutes for April 3, 2023 meeting made by Kenan, seconded by Kevin, unanimously approved.

Staff and Financial Report (Marsha):

April 30, 2023 Operating Account Balance	\$ 18,585.09
April 30, 2023 Reserve Account Balance (including CDs)	<u>\$ 93,159.77</u>
Total	\$ 111,744.86

CD 6795 matures in December and will be discussed at our November meeting. The Duraseal Asphalt invoice (\$3985.00) still needs to be paid. Prepaid association fees have a balance of \$11,889.75. Accounts receivable has a balance of \$3,620.00. Brownstone is calling homeowners with an outstanding balance. Marsha will obtain four quotes for \$125,000 insurance coverage from Fidelity Insurance. Pool maintenance is over budget by \$500.00.

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The following work has been completed: Pool parking lot has been resealed, exterior cleaning of the pool deck, and hinges replaced on pool restroom doors.

The status of the following work is as follows, as reported by Marsha:

- Marsha will obtain the cost for a new Children at Play Sign, if it can be reinstalled.
- Pool Entry Pad Repair – ??
- Pool Gate Closing Mechanism – Scott suggested the gate spring be replaced. **Motion to replace the spring with crab claws**, made by Kyle, seconded by Kenan, unanimously approved. Scott will purchase 4 crab claws; he and Kyle will install them.

President's Report:

Board members will continue to collect signatures for the 172 Marguerite Petition. Board members to send an email to Suzanne with their signature tallies. Suzanne will update the board as to how many signatures have been obtained to date. The 2022 Income Tax Return has been signed and filed.

Committee Reports:

Architectural Review Committee – No update at this time.

Common Area – (Scott) Scott provided quotes for replacing and painting the front entry fence on either side of the stone entry wall monuments and recommended Russell Landscaping. **Motion to approve Russell Landscaping bid** for \$8500.00, made by Kyle, seconded by Keven, unanimously approved. David signed and accepted the bid document. Scott will ask Russell Landscaping to add us to their calendar. Scott noted that there are 6 dead trees in the pool area that need to be removed. Kenan called Lynchburg City regarding the sidewalk hazard and the work is in progress. Replacing the pool fence, what to do with the bulletin boards, and improving the entry landscaping is reserved for a later discussion.

Pool – (Cheryl) The pool is scheduled to open on May 13, 2023. Shade sails have been hung. Teenagers have been hired and trained. The pool furniture will be set up on May 11, 2023. **Motion to sell one pool access card per property** for a cost to be confirmed by Marsha, made by Scott, seconded by Kenan, unanimously approved. Marsha will order 50 pool access cards. Cheryl reported that the bench in the ladies restroom is broken and needs to be replaced. **Motion to purchase a storage bench** to not exceed \$175.00, made by Kenan, seconded by Suzanne, unanimously approved. Suzanne will send the updated pool rules to the board for approval via a vote taken by email. Pool signage will be added to the wish list.

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Events and Social – (Ava) The Annual Easter Egg Hunt had a great turnout with 30 kids participating. The Social Committee is planning to have one summer event which will be the ice cream social. Ava mentioned that this would free up money for other budget shortfalls.

Information Technology – (Suzanne) Future projects include creating a newsletter, updating the Boxwood website by organizing the Minutes, Newsletters and current photos. We will also be assisting the pool committee with issuing and managing keycards for pool entry.

Old Business: Declaration Amendment to remove the chicken restriction.

New Business: None.

Adjourn: Kenan motioned to adjourn the meeting at 8:12 pm, seconded by Ava, all in favor.

2023-2024 Future Meeting Schedule (6:30 pm)

Monday, June 5, 2023	Board of Directors Meeting
Monday, July 17, 2023	Board of Directors Meeting
Monday, August 14, 2023	Board of Directors Meeting
Monday, September 11, 2023	Board of Directors Meeting
Monday, November 13, 2023	Board of Directors Meeting
Monday, January 8, 2024	Board of Directors Meeting
Friday, March 15, 2024	Members Annual Meeting
Friday, March 22, 2024 (back-up date)	Members Annual Meeting