



May 18, 2026
board@milhaven.net

Notice of Annual Meeting and Annual Assessment

The HOA Annual Meeting will be held on **Monday, June 8, 2026 at 7:00 PM** at the Colonies Clubhouse. **Please bring your ballot (attached).**

Please attend the meeting, if possible. If you are not attending the meeting, please **complete your proxy/ballot**, and return it to any Board Member or email it to the Board at the address above. To have a legal quorum, 42 Owners need to be represented (by proxy, ballot or in person).

The Board of Directors is recommending **Annual Dues** of **\$235** for FY26- FY27. Invoices will be mailed in early July and **payment is due by August 31.**

If you have questions about any HOA matter, please send an email to the Board at the address listed above.

This package includes the following:

- 1) Agenda for the Annual Meeting
- 2) Minutes of the Annual Meeting held on June 9, 2025. (Attachment A.)
- 3) Budget Message, Current Revenues and Expenses, Proposed Budget for FY27 (Attachment B.)
- 4) Proxy / Ballot (Attachment C.)

IF YOU CANNOT ATTEND THE ANNUAL MEETING, PLEASE COMPLETE YOUR BALLOT AND SEND IT TO THE HOA BOARD AT THE EMAIL LISTED ABOVE.



**Annual Meeting Agenda
Monday, June 8, 2026 at 7:00 PM
Colonies Clubhouse**

- 1) Call to Order
- 2) Determination of a Quorum
- 3) Introduction of Board Members
- 4) President's Overview of the Year
- 5) Approval of Minutes of June 2025 Annual Meeting
- 6) Overview of Financials
- 7) Adoption of Budget and Election of Board of Directors
- 8) Owner Comments and Questions
- 9) Close of Meeting

The following items are attached:

- | | |
|---------------|--|
| Attachment A. | Minutes of the Annual Meeting held on June 9, 2025. |
| Attachment B. | Budget Message, Current Revenues and Expenses, Proposed Budget for FY27. |
| Attachment C. | Proxy / Ballot |

Please send an email to the Board (see email above) if you plan to attend the meeting.

If you are not attending the meeting, please complete your Proxy/Ballot and email it to the Board or give it to any Board Member no later than *Sunday, June 7*. If you are attending the meeting, bring your Ballot as all votes must be in writing.

Attachment A.



Milhaven Home Owners Association, Inc
Board of Directors Annual Meeting
Monday, June 9, 2025
7:00 PM
AGENDA

1. Call to Order: Connie Daniels
2. Quorum determined: bylaws state ½ owners (ballots/proxies) or 42 members. Approval
3. Introduce current HOA Board
 - Connie Daniels, President
 - Nathan Janocka, Vice President
 - Ashley Herrinton, Secretary
 - Noah Tucker, Treasurer
 - Judi Baker, Social Chair
4. President's Overview of the year: Appreciation & Thank You's
 - a. September 2024 – Back-to-School Social
 - b. October 2024 – Halloween Parade
 - c. December 2024 – Luminaries
 - Thank yous
 - a. Ashley Herrinton for keeping up our web site, electronic payments, Yard of the Month Coordinator and Newsletter creator
 - b. Kaitlyn Butcher for painting the Little Library
 - c. Todd Weinberg & Kate Moore – Keep Henrico Beautiful volunteers
 - d. Todd & Lori Fuller – Luminaries – coordinating and delivery
 - e. Eddie & Debbie Bunting for taking care of the HOA Mail/PO Box
- d. ARC Architectural Review Requests July 2024-June 2025 – All approved
 - Feb. 2025 – Wanda Vizcaino 3633 Milbury Run St. – removal of 2 diseased and dying trees; and 2 trees threatening the house
 - April 2025 - Wanda Vizcaino – updates on house - Henrico County approval to add on to back of house to expand kitchen; new railings, new siding, update windows, and change gravel driveway to concrete.
 - April 2025 – Michelle Crumpler 3612 Milbranch Place – new siding on home same color as home, dark gray.

- May 2025 – Andrew & Sarah Hardyman – removal of 1 diseased tree, and 1 leaning on garage
- Connie Daniels will go off the ARC committee. Nathan Janocka will join the committee

5. Approval of Minutes from June 2024 – motion and second

6. Overview of Financials - Treasurer's Report – Nathan Janocka

- Noted by Ashley Herrinton that \$490 should be listed in the "overdue assessment and late fee" for two years of missed payments for the property at 3705 Milbrier Place.

7. Motion to Adopt Budget - motion and second - adopted for FY26.

8. Reserve Study reviewed by Nathan Janocka

- Suggested moving \$25,000.00 into an interest bearing account separate from the operating budget.
- The new board will look into this

9. Board of Directors – nominated: Keith Erk; Matt Hayes; and Rebecca Mateo

(Keith and Rebecca unable to attend) Asked for nominations from the floor, none. Motion and a second to approve these three.

Total Number of Ballots/Proxies Received	Keith Erk	Rebecca Mateo	Matt Hayes	Write-In	Minutes	Budget
48	47	47	47	0	46	45

- The ARC committee is Nathan Janocka, Neil Bhatt, and Jeff Carlson

10. Owner Comments and Questions

- Sheryl Stephens suggested a committee be appointed to review the treasurer's work each year. The new board will look into setting this up.
- Ashley Herrinton recommended a review of the ARC form and updating it to coincide with the revised bylaws and restrictions. The new board will complete this.

11. Adjourned at 7:45 pm

Attachment B.
Budget Message, Current Revenues and Expenses and Budget for FY 2027.

The current year (FY26) budget and the revenues and expenses through April 2026 are shown below. At the end of April 2026, the surplus was \$5,364.37. Considering anticipated May and June expenses, the end of year **surplus** (June 30) is anticipated to be approximately \$1,879.37. The end of year reserve will be approximately \$32,176.25.

	FY26 BUDGET (Dues \$235 per Home)	INCOME AND EXPENSES THRU APRIL 30, 2026	ANTICIPATE D INCOME / EXPENSES MAY AND JUNE	TOTAL INCOME / EXPENSES FOR FY2026	ANTICIPATE D NET INCOME/ LOSS	BUDGET FOR FY27 (Dues \$235 per Home)
INCOME						
HOA Assessments	\$19,505	\$19,503.16	\$470	\$19,973.16	\$(470)	\$ 19,035
Late Fees (not collected)	\$10	\$20	\$ -	\$ -	\$ -	\$ -
Overdue Assessment and Late Fee (not collected)	\$235	\$490	\$ -	\$ -	\$-490	\$ -
Disclosure Packages - Sold Homes	<u>\$400</u>	<u>\$ -</u>	<u>\$400</u>	<u>\$ 400</u>	<u>\$(400)</u>	<u>\$ -</u>
TOTAL	\$ 19,905	\$19,503.16	\$870	\$20,373.16	\$ (380)	\$ 19,035
EXPENSES						
Social: Luminaries	\$230	\$236.06	\$ -	\$236.06	\$-6.06	\$245
Social: Event 1 - Back to School	\$800	\$1,030.51	\$ -	\$1,030.51	\$-230.51	\$800
Social: Event 2 - Xmas Party	\$150	\$2,584.22	\$-	\$2,584.22	\$-2,434.22	\$1,500
Social: Event 3 - Come Home	\$200	\$945.18	\$-	\$945.18	\$-745.18	\$700
Utilities: Water	\$1,000	\$659.93	\$200	\$859.93	\$140.07	\$1,000
Utilities: Electricity	\$230	\$184.34	\$40	\$224.34	\$(5.66)	\$235
Misc: State Corp. Comm.	\$25	\$0	\$35	\$35	\$-10	\$25
Misc. Expenses	\$250	\$1,378.88	\$90	\$1,468.88	\$-1,218.88	\$1,000
Post Office Box	\$200	\$200	\$ -	\$200	\$ -	\$200
Postage / Copying	\$500	\$279.99	\$250	\$529.99	\$-29.99	\$530
Insurance	\$750	\$761	\$ -	\$761	\$-11	\$770
DPOR Fees	\$50	\$0	\$50	\$50	\$ -	\$50
Website	\$500	\$347.76	\$ -	\$347.76	\$(152.24)	\$400
Legal Fees	\$800	\$0	\$200	\$200	\$(600)	\$400
Landscaping: Maintenance	\$ 14,000	\$6,922.76	\$1,180	\$8,102.76	\$(5,897.24)	\$9,800
Landscaping: Irrigation Repairs	\$300	\$90	\$440	\$530	\$-230	\$300
Reserve Fund	\$1,000	\$0	\$1,000	\$1,000	\$ -	\$1,000
TOTAL	\$ 20,985	\$15,620.63	\$3,485	\$19,105.63	\$ (1,879.37)	\$18,955

Attachment C.
Milhaven Homeowners Association, Inc.
Meeting of the Members
Monday, June 8, 2026
7:00 PM
Colonies Club House
PROXY AND BALLOT

*If you are not attending the Annual Meeting, please complete the Ballot, sign and date and deliver it to any Board Member. Or you may appoint another Owner to represent you at the Annual Meeting (you will need to sign and date the Proxy). **If you are attending the meeting, please bring this ballot.** In either case, the Owner needs to sign and date this page.*

* Please ONLY write in names below if appointing a neighbor to represent you at the meeting.

KNOW ALL MEN BY THESE PRESENT, that the undersigned do(es) hereby constitute and appoint _____ and _____, any one of whom may act as my/our true and lawful attorney(s) to vote as proxy for and on behalf of the undersigned member of Milhaven Homeowners Association, Inc. (the "Association") at the meeting of the members of the Association to be held at the Colonies Clubhouse, Henrico, Virginia, 23233, on **Monday, June 8, 2026 at 7:00 PM**, with all the power the undersigned would possess if personally present, upon the following matters:

For	Against	Abstain	Matters to Be Voted Upon
			Approval of Minutes of June 9, 2025, Annual Meeting
			Budget for July 1, 2026 – June 30, 2027

Election of Directors – Directors to be Elected for a Two-Year Term PLEASE SELECT ONLY TWO NAMES			
For	Against	Abstain	
			Vera Dham
			Alex Neive
			(Nomination from floor or write-in) _____

This limited power of attorney is valid only for the meeting herein identified and may be withdrawn by the undersigned if personally present for the meeting.

Date _____

Name of Owner: _____

Address of Owner: _____

Signature of Owner: _____