

Silver Cup Estates HOA Board of Directors
Meeting Warrenton Police Dept – 333 Carriage
House Lane Warrenton, VA 20186
May 6, 2025

CALL TO ORDER:

At 7:00 P.M. the meeting was called to order by President Holland. There were 4 homeowners from SCEHOA present (including board members) representing Lots 26, 27, 32, and 48.

The following board members were present:

Richard Holland	- President
Steve Toske	- Vice President
Michelle Smiley	- Treasurer
James Brown	- Member at Large

OPEN FORUM:

- President Holland stated a Homeowner asked about removing common area tree branches hanging over their fence. President Holland advised the homeowner that homeowners have the right to trim branches that extend beyond the property line provided the pruning does not harm the tree's health. Property owners typically do not need prior permission to trim overhanging branches."
- A Homeowner notified Member at large Brown of a tree that fell over on his fence and caused damage. James and Travis inspected the area and did not find a tree down or branches laying over his fence. President Holland went to the common are in question Monday April 21st and removed all the downed branches and all branches in the common area from the trail to the drainage ditch.

MINUTES FROM PREVIOUS MEETING:

- Minutes from the Board of Directors' meeting on February 3, 2025, were presented for approval. There being no corrections, the Minutes were accepted by President Holland as written.

FINANCIAL REPORT:

The financial report ending March 31, 2025, was presented by Treasurer Smiley.

- As of March 31, 2025, there is \$21,458.99 in the Association checking account. \$3,412.75 of this balance is for 2025 assessments paid in advance.
- There are 4 homeowners that owe part of their 1st half of assessments as of May 2, 2025. Late fees have been assessed, and past due notices were sent out to these homeowners.
- There is \$1,677 in Accounts Receivable as of March 31, 2025, and \$1,453.75 as of

May 2, 2025.

- There is \$962.50 in Prepaid Expenses as of March 31, 2025.

MANAGEMENT REPORT:

- There are 5 homeowners that have not paid their 1st half of the HOA 2025 Assessments by April 1st. Each homeowner has been assessed the HOA late fee and CSM sent out the 1st Past Due Statements to each homeowner.

COMMITTEE REPORTS:

ACC Report:

- Eric Treworgy reported there were three ACC requests. Two were approved and one is on hold pending additional information from the homeowner.

Neighborhood Watch Report:

- Nothing to report.

UNFINISHED BUSINESS:

- President Holland renewed the Virginia Department of Professional and Occupational Regulation License (DPOR).
- President Holland received a copy of the 2024 HOA Tax Filings from CSM.

NEW BUSINESS:

- An Action Without a Meeting was completed February 19th to accept a contract from Miller Tree Service Inc. for the removal of tree damage from an ice storm in early February. The work has been completed.
- President Holland will get with our Registered Agent (RA) to renew their contract and submit the State Corporation Commission (SSC) License Due Aug 2025.
- Secretary Rogers will get with GoDaddy.Com to process the renewal due in August for the HOA Website hosting.
- President Holland purchased 120 Forever stamps. A reimbursement Request form was submitted and approved for the stamps and DPOR Renewal.
- The 2025 annual OGC & Silver Cup community yard sale is scheduled for Saturday, June 7th, 2025, from 8:00 am - 2 pm (RAIN or SHINE).
- The next BoD meeting will be held on August 5, 2025.

- President Holland will schedule May 5 or 12, 2026, BoD Meeting with WPD.

There being no other business, the meeting was adjourned by proclamation at 7:25 P.M.

DRAFT