

Silver Cup Estates HOA Board of Directors Meeting
7447 Silver Cup Dr
Warrenton, VA 20186
August 11, 2026

CALL TO ORDER:

At 7:02 P.M. the meeting was called to order by President Holland. There were 4 homeowners from SCEHOA present (including board members) representing Lots 27, 32, 48, and 49.

The following board members were present:

Richard Holland	- President
Michelle Smiley	- Treasurer
Travis Rogers	- Secretary
James Brown	- Member at Large

OPEN FORUM:

- There was no open forum business to discuss.

MINUTES FROM PREVIOUS MEETING:

- Minutes from the Board of Directors' meeting on May 5, 2026, were presented for approval. There being no corrections, the Minutes were accepted by President Holland as written.

FINANCIAL REPORT:

The financials ending July 31, 2026, were presented by Treasurer Smiley.

- As of July 31, 2026, there is \$26,316.24 in the Association checking account. \$585.33 of this balance is for 2027 assessments paid in advance. As of August 7, 2026, there is \$25,626.67 in the Association checking account.
- There is \$990.00 of Prepaids as of July 31, 2026.
- There are 13 homeowners that owe part of their 2nd half of the 2026 assessments, one of those owing a late fee for 1st half of the 2026 assessments, as of August 7, 2026.

- There is \$3,435.00 in Accounts Receivable as of August 7, 2026.

MANAGEMENT REPORT:

- All homeowners are now up to date on their 1st half Association Assessments, except for some late fees owed. Those fees will be added to the homeowner's 2nd half of the HOA Assessment.
- On June 25th, 2026, CSM sent emails for the 2nd half HOA Assessment to the homeowners that had emails on their account. Emailed statements are now the preferred method. The emails come from "Clark Simson Miller Association Management, LLC <support@csmhoa.com>". Homeowners can open the PDF Statement attachment to print for their files. Instructions on how to pay are on the statement. If you are registered in VANTACA you can see the generated email. The BoD recommends everyone activate their account.
- In Accordance with our Standard Collections Policy, the First Past Due Statements will go out on or about August 30th and will include the CSM processing fee to homeowners whose accounts are not paid. CSM mistakenly sent the 1st past due statements on August 5th, 2026. President Holland notified the SCHOA account manager to have the \$10.00 processing fee removed from accounts affected.
- CSM has implemented a standard practice of sending monthly emailed statements to all homeowners who carry a balance on their account. These function as a monthly reminder rather than a past-due notice. Consequently, homeowners with a \$0.00 balance do not receive these notifications.

COMMITTEE REPORT:

ACC Report:

- One homeowner submitted for a shed installation and was approved on May 19, 2026.

Neighborhood Watch Report:

- No Neighborhood Watch incidents reported.

UNFINISHED BUSINESS:

- President Holland got with our Registered Agent (RA) to renew their contract and submit the State Corporation Commission (SSC) License renewal that is due September 30, 2026. SCC Renewal cost is \$25.00.

- President Holland sent the RA contract renewal invoice to CSM for payment.
- President Holland requested reimbursement for the \$25 SCC renewal fee.

NEW BUSINESS:

- Letter to homeowners and the Proxy Form for the upcoming Annual and BoD meetings were reviewed.
- GFL began adding a recycling fee to our invoices, at a rate of \$5.00 per month, starting in July.
- BoD voted on a contract for removal of dead trees in the common areas. The Board voted to utilize Miller Tree Service, Inc.
- President Holland will coordinate with GFL and Nationwide to establish new 2027 contracts.
- The next Budget meeting has been scheduled for October 27, 2026.
- The next Annual and BoD meetings will be on November 17, 2026. If WPD is still unavailable due to the AC being replaced, the meeting will take place at President Holland's house.
- President Holland will schedule August 24, 2027, for a BoD Meeting at the WPD.

There being no other business, a motion was passed to adjourn the meeting at 8:03 P.M.