

**Silver Cup Estates HOA Annual Meeting Warrenton  
Visitors' Center 33 North Calhoun Street Warrenton,  
VA 20186  
March 7, 2018**

**CALL TO ORDER:**

At 7:05 P.M. the meeting was called to order with a quorum established and verified by FVC Management. There were 6 homeowners present (including board members) along with 16 validated proxies representing Lots 1, 3, 4, 5, 25, 28, 29, 30, 31, 32, 33, 34, 36, 37, 38, 39, 40, 41, 46, 48, 53, and 54 for a total of 22 homeowners.

The following board members were present:

Kim Acres	- President
Carol Buss	- Vice President
Rich Holland	- Secretary
Nichole Brown	- Member at Large

Susan Helander, Director of Management FVCM, was present. She gave the Management Report which is located at the end of the minutes. Ms. Helander also talked about Spring Homeowner Maintenance. Secretary Holland stated he will expound about Spring Maintenance in a separate email to the community.

**MINUTES FROM PREVIOUS MEETING:**

The minutes of the March 8, 2017 Annual Silver Cup Estates HOA meeting were reviewed. After the review, the minutes were accepted as written.

**Financial Report:**

Treasurer Myre was unable to attend so he asked Secretary Holland to give the Financial Reports.

Treasurer Myre's report indicated that at the end of 2017 there was a checking account balance of \$19,517.16 plus \$14,619.38 in the Money Market Account. The total amount in the accounts at the end of 2017 was \$34,136.54.

Treasurer Myre's report indicated that as of February 28<sup>th</sup>, 2017, there were 13 homeowners past due in paying part or all their 1<sup>st</sup> half of the 2018 dues. Additionally, there are 8 homeowners who have paid all the 2018 dues with one of them already paying part of the 2019 dues.

As of February 28<sup>th</sup>, 2018, there was a checking account balance of \$27,132.87 plus \$14,627.66 in Cash Reserves in the Association's Money Market. The total amount in the accounts at the end of February 2018 was \$41,760.53. There is \$17,690 in accounts receivable for the remainder of 2018.

Ms. Helander gave Secretary Holland an update that 6 more homeowners paid the first half of the HOA dues since the end of February. That leaves 7 homeowners past due. Secretary Holland will send reminder notices later this month.

After the review, the minutes were accepted as written.

At the end of the Financial Reports, Secretary Holland advised the BoD that Treasurer Myre notified him that he was resigning from the BoD.

#### **Nominations of Members for Election to the Board of Directors:**

There were two Board positions to be filled. The term of Vice President Buss expired at the end of this meeting and Treasurer Myre resigned from the BoD.

Nominations were opened by President Acres. Vice President Carol Buss volunteered to serve another term and Secretary Holland said he was in contact with Bob Bunch who volunteered to be nominated serve the remainder of Treasurer Myre's term.

There being no other nominations from the members, nominations were closed by President Acres.

#### **Election Results and Announcement of New Board Member:**

Since there were two nominations and two vacancies, Carol Buss and Bob Bunch were elected to serve on the Board of Directors by acclamation.

#### **Homeowners Open Forum:**

Carla Myre asked for clarification on trailers parked in the community and on trash cans being in plain view. Secretary Holland stated he would again send out an email to homeowners reminding them of the requirements in the governing documents.

**Silver Cup Estates Homeowners' Association Covenant:** Para 7A(i) reads...outdoor receptacle for ashes, trash, rubbish, or garbage shall be installed underground, screened, or so placed and kept as not to be visible from any street or Subdivision at any time except during refuse collections.

**Silver Cup Estates Homeowners' Association Architectural Design Guidelines May 2007 page7: TRASH CONTAINERS** - All trash containers must be stored out of view at all times. Appropriate exterior screening, fencing, or landscaping may be used where alternative storage is not available. Trash and garbage containers shall not be permitted to remain in public view except on days of trash collection.

Ray Brandenburg asked about mailboxes needing ACC approval. According to the ARCHITECTURAL DESIGN GUIDELINES 2007; THE FOLLOWING GUIDELINES DO NOT REQUIRE AN APPLICATION TO THE ACC UNLESS OTHERWISE NOTED:

MAILBOXES - Mailboxes and the poles to which they are attached should be similar in color, shape and size to others in the community. They may be white, black, or natural wood shades and may have small decorative printing on them, such as the name of the homeowner, or small pictures of animals or flowers. Posts may be made of synthetic material, but the design must resemble the original design provided by the builder.

There being no more concerns, it was announced that a BOD meeting would take place immediately following adjournment of this meeting.

There being no other business, President Acres adjourned the meeting at 7:52 P.M. by acclamation.

# Silver Cup Estates Homeowners Association, Inc.

Annual Members Meeting  
Board of Directors Meeting  
March 07, 2018

## Management Report

### FINANCIAL

- Monthly financials from FVCmanagement provided for Board review.
- 2018 budget approved with no increase.
- Turner, Leins & Gold completed the 2014-2016 audit.
- 2017 tax returns to be filed.

### VENDORS

- County Waste trash providing weekly service. New 2017-2020 contract executed with no increase.
- A1 Lawn and Landscape providing annual landscape maintenance with mowing on a 7-10 day cycle. Contract in place thru 2019.

### GENERAL

- Vendor invoices paid on the 15th and end of each month.
- ARC applications reviewed and then provided to the committee.
- Tree removal RFP awarded to Shenandoah Landscape Services. Work ongoing.

Susan Rae Helander  
Managing Agent

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