

**Silver Cup Estates HOA Annual Meeting  
Warrenton Visitors' Center 33 North Calhoun Street  
Warrenton, VA 20186  
March 6, 2019**

**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 11 homeowners present (including board members) along with 13 validated proxies representing Lots 3, 4, 5, 6, 8, 12, 13, 25, 28, 29, 30, 31, 32, 34, 36, 37, 38, 39, 40, 41, 46, 48, 53, and 54 for a total of 24 homeowners.

The following board members were present:

Kim Acres	- President
Carol Buss	- Vice President
Rich Holland	- Secretary/Treasurer
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.

**MINUTES FROM PREVIOUS MEETING:**

The minutes of the March 7, 2018 Annual Silver Cup Estates HOA meeting were reviewed. After the review, the minutes were accepted as written.

**Financial Report:**

**Summary of Account as of 31 December 2018:**

There is one homeowner that owes all the 2018 HOA dues plus late fees. A demand letter was sent to the homeowner. Payment was not received in accordance with the letter. A Warrant in Debt has been issued and a court date of March 27, 2019 has been set. When the Association is granted the debt, a Lien will be placed against the homeowner's property, if they do not pay.

Additionally, there are two homeowners that owe one half of the 2018 HOA dues plus late fees. If those two homeowners do not pay the 1<sup>st</sup> half of the 2019 dues, and arrears, by 1 April 2019 a demand letter will be sent, and, any additional actions mentioned above will be pursued as necessary.

Secretary/Treasurer Holland reported that at the end of 2018 there was a checking account balance of \$12,022.02 plus \$14,666.29 in the Money Market Account. The total amount in the two accounts at the end of 2018 was \$26,688.31. There is \$1,200.00 in accounts receivable plus late fees.

### **Summary of Accounts as of 28 February 2019:**

Three homeowners still owe all or part of the 2018 HOA dues plus late fees as indicated above. There are 16 homeowners that owe all or part of the dues for the first half of 2019. There are 6 homeowners that have paid all the 2019 dues.

As of February 28th, 2019, there was a checking account balance of \$34,576.67 plus \$0.28 in Cash Reserves in the Association's Money Market. The total amount in the accounts at the end of February 2019 was \$34,576.67. There is \$20,405.00 in accounts receivable for the remainder of 2019 which includes dues still owed for 2018. FVCM changed banks and money from the checking account to the MMDA has not yet taken place. Current plan is to move \$15,000 from the checking account to the MMDA.

After the review, the Financial Reports were accepted as written.

### **Homeowners Open Forum:**

Mrs. Myre asked for clarification about the trees behind their property. Two trees had recently fallen, and one was laying on their fence. She wanted to know what action could be taken on the trees as they would hinder their lawn service. Secretary Holland said he received an email earlier that day from her husband and went to inspect the area. He determined the trees in question were in the Association's common area. There did not appear to be any damage to the fence but needed to be removed. He advised her that she and all homeowners had the right to remove any tree limbs or bushes that encroached on their property but could not go back and cut down any trees. Secretary Holland advised her the Annual Meeting was not the place to conduct Association Business and advised her to bring up the issue at the regular Board meeting and request they get the management company to get quotes and a subsequent contract to remove the trees.

Mr. Treworgy asked about the status of mailboxes being replaced and paid for by the Association. Secretary Holland said the mailbox issue was tabled at the last BoD meeting and the new Board would have to take up the issue.

Secretary Holland reported he sent out an email that the annual yard/garage sale was currently scheduled for June 8, 2019. He stated that even though he would not be Secretary after the Annual Meeting he would still be the POC for the yard sale. He said he would like a response from homeowners who planned on participating as the Ads were paid by our resident Real Estate Agent. He stated we need to make sure enough homeowners were participating to justify the expenditure for the ads.

Secretary Holland reported he had a conversation with Mrs. Curry again about vehicles not stopping at the stop signs at the intersection of Silver Cup Drive and Iron Bit Drive. She also expressed concern about speeding through the intersection. She claims she has almost been hit several times when exiting her driveway. Her young children along with others at the intersection are crossing the road there unprotected and she is concerned for their safety as well. She said she has called the Sheriff's Department and they responded that they will monitor for violators.

Mrs. Olsen who lives across the street from Mrs. Curry also commented that she too has seen vehicles not stop at the stop sign and has observed vehicles seemingly exceed the speed limit.

Secretary Holland implores everyone going through the intersection to slow down and stop at the stop signs at Iron Bit Drive.

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

There were two Board vacancies to be filled due to expiration of their terms. President Acres recapped that according to the email sent out, the other three members would also resign at the end of the Annual Meeting. Therefore, there are 5 positions that need to be filled.

Nominations were opened by President Acres. Mrs. Helander was asked if she received any correspondence from any homeowners that were willing to serve on the Board. She stated she received none.

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

Some members in attendance asked the Board to reconsider as they believed the Board was doing a good job in managing the Association. President Acres thanked them for their comments but said considering the emails they believed a new BoD was needed.

Some discussion followed among the homeowners about trash cans and parked trailers in the streets. President Acres again explained that the streets are public streets and the Association can not control who parks there if they are licensed properly. Mrs. Olsen stated confirmation of this fact and reiterated that DOT is the only ruling body for our streets.

Secretary Holland explained again why the current board did not enforce the covenant on trash cans as the current terminology is too ambiguous to enforce. A homeowner asked why the covenant is there. Secretary Holland said that question should be brought up to the next board.

#### **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.*

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

Since there were 5 vacancies and no volunteers a new BoD will not be seated. Mr. Brandenburg asked what happens now. Secretary Holland and Susan Helander agreed that FVCM will continue to manage the Association. Their duties are limited to those items already in place in their contract. They will continue to collect dues and send letters and take necessary action against homeowners that do not pay their dues. They will continue to pay all Association bills. They cannot enter in to new contracts but can continue those already in place.

The Association governing documents require at least three board members. Management, as Agent, can appoint a new Board with a minimum number of 3 members. Once FVCM has three

that commit to serve, they will announce a special meeting to appoint a new Board. The Board appointed will remain until the next annual meeting. Regular notice will be given for the next Board meeting.

There being no more concerns, it was announced that a BoD meeting will not take place since no one has volunteered to serve on the BoD.

President Acres again thanked everyone who gave their support.

There being no other business, President Acres adjourned the meeting at 7:40 P.M. by acclamation.

# Silver Cup Estates Homeowners Association, Inc.

Annual Members Meeting  
March 6, 2019

## Management Report

### FINANCIAL

- Monthly financials from FVCmanagement provided for Board review
- 2019 assessments remained unchanged from 2018
- January statements issued. 1 owner with Warrant in Debt, 2 owners are close to 2 payments behind.

### VENDORS

- County Waste trash providing weekly service.
- A1 Lawn and Landscape providing annual landscape maintenance with mowing on a 7-10 day cycle when season begins.

### GENERAL

- Vendor invoices paid on the 1<sup>st</sup> and 15<sup>th</sup> of each month.
- ARC spreadsheet provided by Erik Treworgy
- Community covenant inspections to be completed in the Spring.

Susan Rae Helander

First Virginia Community Management, Inc.  
59 Culpeper Street, Warrenton, Virginia 540-349-8220  
[www.FVCmanagement.com](http://www.FVCmanagement.com)