

Silver Cup Estates HOA Board of Directors Meeting
Warrenton Police Dept – 333 Carriage House Lane
Warrenton, VA 20186
August 22, 2022

CALL TO ORDER:

At 7:02 P.M. the meeting was called to order by President Acres. There were 7 homeowners from SCEHOA present (including board members) representing Lots 3, 4, 5, 27, 32, 48, and 54.

The following board members were present:

Kim Acres - President
Rich Holland - Vice President (VP)
Michelle Smiley - Treasurer
James Brown - At Large - Called into the Meeting

OPEN FORUM:

Mr. Brandenburg informed the board that the Looocks wanted to donate a granite bench to the Association to be placed at the entrance way sign. They no longer have need of it. President Acres will send them an email to explain their options. Concern was also addressed about talking to a live person when contacting CSM. VP Holland noted he had sent an email earlier this evening addressing the correct emails for specific question to CSM. In that email was a URL to be able to do a live chat.

Mr. Brewer informed the Board that their neighbor, Joshua Campbell and Tiffany Lisiak recently had a new baby. Congratulations to them.

Mr. Brewer asked about the status of cracks in our streets. VP Holland advised that that issue will be addressed in Unfinished Business later in the meeting.

Eric Treworgy wanted to know what the Board was doing about the dirt pile beside the bike trail and Entranceway sign. VP Holland noted he understood that the contractor was not going to clean up until the entire project running cable to the installation at the top of the hill was completed. VP Holland will contact Parks and Recreation for assistance.

MINUTES FROM PREVIOUS MEETING:

Minutes from the Board of Directors' meeting on April 25, 2022, were presented for approval. Since there were no corrections, President Acres accepted the minutes as written.

CSM Management Update from VP Holland:

- The first Resale Disclosure Packet processed successfully on the sale of Lot 23, 7335 Iron Bit Dive Drive in May.
- Collection Procedures started on three homeowners who were past due for the fourth quarter of 2021 and first half of 2022 assessments. Currently there is only one still past due for all three.
- Second half assessments were mailed out late to homeowners with balances due for second half assessments.
- So far 15 people have logged into their account.

Financial Report:

The financial report ending July 31, 2022, was presented by Treasurer Smiley.

- There are 24 homeowners who have paid all the second half 2022 assessment. There are five of those who have also paid part of their first half 2023 assessment.
- There are 31 homeowners that owe all or part of their second half 2022 assessments. One homeowner also owes for the fourth quarter 2021 and all the 2022 assessment.
- As of July 31, 2022, there is \$19,256.62 in the Association checking account. This includes \$607.50 from homeowners who have paid part of the 2023 assessment.
- There is \$9,618.00 in Accounts Receivable for the remainder of 2022.

President Acres motioned to approve the Financial Report; Treasurer Smiley seconded.

The motion carried unanimously.

Committee Reports:

Eric Treworgy presented the Architectural Control Committee (ACC) report. Six applications received & approved.

Unfinished Business:

- There is limited access to large dead tree behind Lot 33 due to Lot 35 fence encroaching on HOA common area. The owner of the lot has submitted an ACC request to have the rear fence line moved from the previously approved fence line to the lot's rear property line.
- Cracks in our roads within Silver Cup Subdivision. VP Holland submitted an online request VDOT. He subsequently received a telephone call from the Warrenton Fauquier County Highway Supervisor. Supervisor stated there was no money in budget to repave or repair the cracks. Their budget ending 2024 also has no money available. VDOT may try to do sealing of cracks, but no promises.
- A Financial audit is required every three years IAW by-laws. Last approved audit was conducted in March 2016. Treasurer Smiley has been tasked with finding an Audit company as the last person who did the audit has changed jobs. Audit will cover 2019, 2020, and 2021.

New Business:

- "Action Without a Meeting" certifications accepting Miller Tree Service Quote on June 30, 2022, to remove downed trees and branches from the last storm were signed by Board members.
- Mark F. Hyson of The Law Office of Mark F. Hyson PLC. Is the Association's Registered Agent, (RA). President Acres informed the board about the annual report and fees; made corrections to the annual report and the board reviewed the changes.
- President Acres informed the Board of the renewal of our State Corporation Commission License (SCC). VP Holland took a check to Hyson Law for the SCC renewal. An invoice from Hyson Law for RA services was sent to CSM for processing.
- VP Holland requested reimbursement for the DPOR Renewal Fee \$50.00, Replacing the Solar lights at entrance way \$22.41, purchasing two plastic storage bins for HOA and Lot files \$23.12, and SCC License Renewal \$25.00 for a total of \$120.53. President Acres motioned to approve Treasurer Smiley seconded. The motion carried unanimously.
- A new ACC form process was discussed. The new form is posted in Vine and on the HOA website.
- New contract proposals have been requested for Landscaping and Trash Service.

- VP Holland reminded everyone of the upcoming community yard/garage sale on Saturday, September 17th, 2022.
- VP Holland to schedule August 21, 2023, BoD Meeting with WPD.
- VP Holland confirmed the upcoming Silver Cup Estates Annual Homeowners and Board of Directors Meetings scheduled for October 24, 2022, at the WPD Training Room with sign-in starting at 6:30 PM. Letters to go out on or about October 1, 2022. VP Holland provided the Board copies of the October 24, 2022, Annual Meeting Notification and Proxy form for their review and input.

There being no other business, a motion passed to adjourn the meeting at 7:40 P.M.