



The Common at
Sinnott Farm

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Homeowner's Association for:

Quail Run | Spice Bush | Arrowwood | Spring Hill | Timothy Lanes

**The Common at Sinnott Farm, Inc.
Executive Board Meeting
February 20, 2013
7:00 p.m.**

MINUTES

In Attendance: Ann Hanks, President
Diane Prescod, Vice President
Penny Jackson, Treasurer
Maria Stonecipher, Secretary
Booby Woods, Director (absent)
Pat Williams, APM

Call to Order: The meeting was called to order by President, Ann Hanks, at 7:00pm.

Regular Session:

-**Public Participation** - none.

-**Agenda** – E-mailed to all members before meeting.

-**Minutes** – There was a motion by Penny Jackson to approve the minutes of January 16, 2013 and seconded by Diane Prescod. The motion was approved.

-**Financial Reports** – The financial balances for the one month period ending January 31, 2013 and Checking Balance as of February 13, 2013 were reviewed.

Checking	\$ 30,547.00
Capital Expenditure Savings	\$ 7,157.63
Reserve Savings	\$ 20,319.14
CD	\$ 25,153.50
TOTAL	\$ 83,177.27

-**Treasurer's Report** - Penny Jackson brought up the idea of having a Five Year Plan in place to take care of maintenance issues that need to be addressed (catch basin replacements, roads, trees, light posts, brush hogging). The board agreed that this would be valuable and will begin the process of creating a timeline.

-**2012 Tax Returns** – These have been completed, signed by A. Hanks and will be mailed. All Board members received a copy of the 2012 Financial Statements prepared by Steven E. Hintz, CPA.

-New Business –

-New Items:

-A. Snow Removal Review – The board discussed the job that Russo did following the Blizzard Nemo. Positive and negative reactions and stories were shared. Although the storm was overwhelming for most of the state, the board agreed that Russo could have accomplished more. The board agreed to wait for Russo's bill for additional moving of snow before taking any action.

-B. Agent for Service – Silver and Katz has moved to a new location. In order for Sinnott Farms to continue to use them as our "Agent of Service", the community would need to pay \$100. A motion was made to change our "Agent of Service" from Silver and Katz to APM for a savings of \$80. The motion was made by Maria Stonecipher and seconded by Penny Jackson. The motion passed unanimously.

-C. Community Improvements – Discussion took place regarding the purchase of solar lights to illuminate the area near the Sinnott Farm sign at the corner of Terry Plains Rd. and Ryefield Hollow Drive North. The board agreed that it would need a more powerful flood light to illuminate the sign. Research continues to be done by Bobby Woods.

-D. Catch Basin Replacement – A list of companies was provided by Pat Williams. Pat will move forward with getting estimates to replace 4 or 5 of the deteriorating catch basins on Spring Hill.

-E. Correspondence Report – no questions or comments.

-F. Next Meeting - The board's next meeting will take place on March 20, 2013 at 7:00pm. The board will meet at the home of Diane Prescod, 54 Arrowwood Lane.

-Committee Reports

Covenant Committee – Nothing to report.

Website – Information about taking care of the wetlands will be placed on the website.

Streets and Sewers – Nothing to report.

Sprinklers, Irrigation – Nothing to report.

Property Maintenance – Brush hogging was done around the pond by Russo.

Welcoming Committee – No new homeowners.

The meeting was adjourned to Executive Session at 7:55pm.

The meeting adjourned from Executive Session at 8:00pm.

The meeting was adjourned with a motion made by Diane Prescod , seconded by Penny Jackson, and passed unanimously at 8:02 p.m.

Respectfully submitted,
Maria Stonecipher
Secretary

