



The Common at  
**Sinnott Farm**

www.sinnottfarm.com

Homeowner's Association for:

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

**The Common at Sinnott Farm, Inc.  
Executive Board Meeting  
Sept. 9, 2015  
6:30 p.m.**

**MINUTES**

**In Attendance:** Ann Hanks, President  
Diane Prescod, Vice President  
Penny Jackson, Treasurer  
Maria Stonecipher, Secretary  
Myron Stewart, Director  
Joe Timbro, APM (absent)

**Call to Order:** The meeting was called to order by President, Ann Hanks at 6:33pm.

**Regular Session:**

**-Public Participation** - None

**-Agenda** – Emailed to board before meeting.

**-Minutes** – A motion to approve the minutes of August 19th, 2015 was made by Ann Hanks and seconded by Penny Jackson. The board voted to accept the minutes.

**-Financial Reports** – The financial reports for the month-end August 31, 2015 were reviewed.

Checking	\$ 15,734.58
Savings	\$ 49,050.48
CD	\$ 25,533.99
HOA receivables	\$ 2,850.00
<b>TOTAL</b>	<b>\$ 93,169.05</b>

A sum of \$10,000. was moved from the checking account to the savings account. A check for \$904. will be sent in to renew the liability insurance covering the Board of Directors of Sinnott Farm. This is an annual fee. The board will review this policy before it is renewed again next year. The policy extends from October 2015 to October 2016.

**Old Business:**

**A. Property Maintenance Contracts** – The board reviewed the bids received from contractors. The board reached out to a number of landscaping companies but all bids were still not in. Companies that were contacted were Continental, Green Machine, Advance Property Maintenance and Russo. Russo is presently a front runner and the board is setting up a meeting with Kevin to discuss the contract and services.

**B. Irrigation System:** Water will be turned off before October 1<sup>st</sup>.

**C: Annual Meeting** – The meeting will be held on Nov. 19. Ann will reserve a room at Sacred Heart Church as the time gets closer.

**D. Topics for 4<sup>th</sup> Quarter Newsletter** – The newsletter is all set to go out.

**New Business:**

**A. Property Management Contracts** – The board has secured 3 bids from management companies. Dates will be set up in October to conduct interviews with the new firms. This will give the board an opportunity to ask questions and review requirements.

**Committee Reports:**

**A. Welcome Committee** – No report.

**B. Website** – Working on getting this updated. APM needs to get agenda to Bobby for posting before the meeting.

**C. Bylaws/Covenant** – The next meeting will be on Sept. 12<sup>th</sup>. The committee will be working on getting their new rules ready to be sent out for notice and comment.

**D. Next Board Meeting** – The next meeting date is yet to be determined. It may be held on Oct. 6<sup>th</sup>, 7<sup>th</sup> or 13<sup>th</sup>. It will be held at the home of Ann Hanks, 36 Arrowwood Lane at 6:30.

The meeting was adjourned to Executive Session at 7:24pm.

Adjourned from Executive Session at 7:35pm.

The meeting was adjourned with a motion made by Maria Stonecipher, seconded by Diane Prescod, and passed unanimously at 7:37 p.m.

Respectfully submitted,  
Maria Stonecipher  
Secretary