

MORRIS FARM COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
April 16, 2015
Greenwich Presbyterian Church
15305 Vint Hill Rd,
Nokesville, VA 20181

In Attendance:

Jeff Benson – President

Victoria Swanson – Vice President

Jonathan Catania – Treasurer

Absent:

Dave Jones – Director at Large

Also Present:

Geoffrey Clopton – Community Manager, Legum & Norman, Inc.

Charie Carter – Recording Secretary, Legum & Norman, Inc.

Three (3) homeowners were present

1. CALL TO ORDER:

President, Jeff Benson called the meeting to order at 7:01 p.m., noting a quorum of the Board was present.

2. MEETING MINUTES:

Mrs. Victoria Swanson motioned to approve the March 19, 2015 minutes, with the spelling correction noted to Brookfield. Mr. Jonathan Catania seconded the motion, and the motion was approved.

3. OPEN FORUM:

Homeowner, Wayne Thorpe, was present to request an exemption for his tenant's to place a boat in the driveway of their home. Mr. Thorpe noted the boat does not come onto any common element, and is too large to store in the garage. The Board unanimously agreed; Mr. Thorpe's tenants must have the boat removed within 15 days from the violation letter that will be sent from the Legum & Norman corporate office on Friday. Mr. Thorpe thanked the Board for their time and will inform his tenants of the decision.

Homeowner, Quazi Mahbubul, is concerned with a neighbor who continues to allow his dog to relieve itself on Mr. Mahbubul's property. The Board instructed the homeowner to contact the county or police when the resident allows this to happen.

Mr. Mahbubul, noted he has several late fees on his account due to late payment, but brought proof of the payments made before the late fee amounts are to be posted. Mr.

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Mahbubul was in contact with previous managers of Legum & Norman, who were to remove the late fees, but this was never accomplished.

Mr. Jeff Benson motioned to approve the removal of all late fee's from the account number 171-0988, with the exception that the homeowner pay's the \$100 in late fee's that were due to late payments. The Board also instructed Legum & Norman to review the payment system and ensure that homeowners are not charged a late fee until after the 10th of each month. Mrs. Victoria Swanson seconded the motion and the motion was approved.

4. COMMITTEE REPORTS:

Activities: N/A

Grounds: N/A

Covenants: N/A

Communications: N/A

5. MANAGEMENT REPORT:

Mr. Geoffrey Clopton reported the Association financial statement; noting the current delinquency is at 5%, a decrease of 4% from previous months. Mr. Clopton noted the drop in delinquencies is mainly due to homeowners who have noted an increase in monthly assessments to their automatic withdraws. A healthy delinquency rate would be below 3%. The February, 2015, financials were included in Member's packages. March financials will be completed by the mid to end of April. Mr. Clopton will provide electronic copies to the Board upon completion.

6. OLD BUSINESS:

Mr. Clopton will provided a full list of homes on Song Sparrow Dr., Screech Owl Ct., and Sharpshinned Dr. to the contractors, who have requested exact locations. Once the list is provided to the vendors, they will then schedule visits to provide proposals that will have precise locations. Proposals were due by this meeting date, but no proposals were received. Mr. Clopton will set a firm date for April 30th, so that the proposals will be ready for a decision by the Board, at May's meeting date.

2015 Calendar planning will be accomplished month to month, per the Board of Directors.

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Trash violation letters continue to be sent out, but Mr. Clopton has received calls from homeowners about being able to see neighbor's trash cans. Mr. Clopton noted, during inspections, Management does not go into backyards, but simply looks from a perspective of street – walking by. Mr. Clopton suggests sending a reminder to residents about the need to store trashcans out of sight. The Board would like to table any decision to send reminders of trash cans for the time being.

Mr. Jonathan Catania motioned to approve the payment plan proposed from account number 170-9902. Mr. Jeff Benson seconded the motion and the motion was approved.

6. NEW BUSINESS:

Mr. Clopton reviewed the pool house and noted there are broken tiles in both men and women bathrooms, two showers in the men's bathroom that need repairs, one toilet in the men's bathroom and sinks in both bathrooms that are in need of repairs. Mr. Clopton will obtain quotes for all repairs and the cleaning will be accomplished by High Sierra.

Mr. Clopton suggested a fence repair to the area located at Song Sparrow / Yellow Hammer at Rollins Ford to have painting and loose boards repaired or replaced. Mr. Clopton will obtain a quote. In addition, the gate houses need to be power washed on the outside and cleaned on the inside. The Board requested quotes for the fence, power washing to the gate house, playground equipment and benches.

Mr. Clopton received calls about street sweeping to MMF. Mr. Clopton will obtain proposals.

The Board would like to continue to host the monthly meetings at the Greenwich Church, and host the annual meeting at the Hampton Inn.

The Board was notified of the home at 14438 Broadwinged Dr., having an additional structure to their home that may come onto common element property. Mr. Clopton will have this looked at during the next MMF inspection.

Mr. Jeff Benson motioned to approve the High Sierra Pool proposal in the amount of \$3,500 to apply new plaster to the wading pool, with the exception the plastering be accomplished before the 2015 pool opening. If High Sierra is unable to accomplish this before, the Board would like to table this action until after the 2015 pool season closing. Mr. Jonathan Catania seconded the motion and the motion was approved.

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Ms. Victoria Swanson motioned to approve CLS proposal, item number 4, to the CLS proposal; Maple Tree replacement at the cost of \$965 and recommended look at other options other than replacing the trees (option number 1). Mr. Jonathan Catania seconded the motion and the motion was approved. Mr. Jeff Benson abstained, as he was in favor of approving the entire proposal.

The playground equipment at Peacock Park has been damaged. Mr. Clopton will contact the same vendor who replaced the equipment last year to review the park.

Mrs. Sabrina Ramsey has submitted her interest to filled Mr. Ryan Sawyer's vacancy to the Board of Directors. Ms. Ramsey provided a short speech for interest in volunteering to join the Board of Directors. The Board will move into Executive Session to discuss Ms. Ramsey joining the Board of Directors, as there may be one homeowner interested in joining the Board.

Mr. Victoria Swanson provided an update on the county wide trail system. Ms. Swanson walked the trails with the County Official, and the trail is waiting on approval from another homeowner who is not part of MMF. This homeowner must approve the easement to run through their property. Mrs. Swanson suggests the Board and MMF community come together and propose why they are not in favor of the county trails, as it will bring non-MMF foot traffic which will cause safety concerns. In addition, the trail that will be placed will be a dirt path, and Mrs. Swanson noted the trail will get washed away after heavy rains and when the dams are opened, which can happen multiple times.

8. EXECUTIVE SESSION:

Mr. Jeff Benson motioned to move into Executive Session at 8:38 p.m. Mr. Jonathan Catania seconded the motion was approved.

Mr. Jeff Benson motioned to move out of Executive Session at 8:45 p.m. Mr. Jonathan Catania seconded the motion and the motion was approved.

Mr. Jonathan Catania motioned to appoint Sabrina Ramsey to join the Board of Directors. Mr. Jeff Benson seconded the motion and the motion was approved.

Ms. Ramsey's position on the Board has been tabled until all Members are present to discuss positions.

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Mr. Jeff Benson motioned to waive the January late fee on account number, 171-2999. Mrs. Victoria Swanson seconded the motion and the motion was approved.

ADJOURNMENT:

With no further business, the meeting was adjourned at 8:45 p.m.

The next meeting will be held on May 21, 2015.

Respectfully Submitted
Charie Carter, Recording Secretary (L&N)