**MORRIS FARM COMMUNITY ASSOCIATION INC.**
**BOARD OF DIRECTORS MEETING**
**September 17, 2015**
**Greenwich Presbyterian Church**
**15305 Vint Hill Rd,**
**Nokesville, VA 20181**

In Attendance:
Jeff Benson – President
Victoria Swanson – Vice President
Sabrina Ramsey - Secretary
Dave Jones – Director at Large

Absent:
Jonathan Catania – Treasurer

Also Present:
Lynne Moore – Community Manager, Legum & Norman, Inc.
Charie Carter – Recording Secretary, Legum & Norman, Inc.
One (1) homeowner was present

## 1. CALLTO ORDER:
President, Jeff Benson called the meeting to order at 7:06 p.m., noting a quorum of the Board was present.

## 2. MEETING MINUTES:
***Mr. Jeff Benson motioned to approve the August 20, 2015 minutes, with the noted changes to section 3 & 7. Mrs. Victoria Swanson seconded the motion, and the motion was approved.***

## 3. OPEN FORUM:
N/A

## 4. COMMITTEE REPORTS:
<u>Activities:</u> The Committee hosted the Vendor Fair in August. Eleven (11) of the thirteen (13) vendors were present and it was a successful event, despite the rain. The Committee has requested two additional keys for all members to gain access to the Committee storage room for events. The Committee has also requested a key to the pool house. The Committee would like an outlet placed near the men's room of the pool house, as they use this for the moon bounce and movie nights.

<u>Covenants:</u> N/A

<u>Communications:</u> N/A

## 5. MANAGEMENT REPORT:

Ms. Lynne Moore reported she had been in contact with Brad Kistaka to stain the benches in the playground areas and pool. In addition, Ms. Moore requested Mr. Kistaka have the bird nest in the pool area removed and install bird guards. Ms. Moore also met with Charles Black of High Sierra to review training for the splash pad and to make sure for next year's pool season, only trained guards work the splash pad. The pool inventory was included in the Member's package. The Board has requested any new or replacement pool furniture be ordered in a timely fashion and available well before the 2016 pool season.

Ms. Moore included the August financials, including the confirmation of transferred funds to Morgan Stanley, to be show in September's financials. Delinquencies are at 9% and all owners who requested payment plans at August's meeting, were approved and payment plans are being met.

**6. OLD BUSINESS:**

***Mr. Jeff Benson motioned to approve the enhancements proposed by Community Landscape Services at the total cost of $17,145, to include items 1, 3, 5, 6, 7, 8 & 9. Mr. Dave Jones seconded the motion and the motion was approved.***

- CLS must meet an October 30th, 2015 deadline for planting to be accomplished.

***Mr. Jeff Benson motioned to approve the aeration and seed to all turf areas proposed by Community Landscape Services at the total cost of $10,700. Mrs. Sabrina Ramsey seconded the motion and the motion was approved.***

The Board unanimously requested the CLS proposal for Option 1 to extend Rollins Ford Rd., be re-reviewed by Jason of CLS to reflect & blend the proposed enhancement plan and the master plan.

The Board unanimously voted against Option 2 to install pavers at the Willet Way Park proposed by Community Landscape Services at the total cost of $7,810. The Board requested Brothers Paving provide a concrete and asphalt proposal for the Willet Way Park.

***Mr. Jeff Benson motioned to approved Community Landscape Services watering proposal not to exceed $5,000, with all new trees receiving gator bags. Mrs. Sabrina Ramsey seconded the motion and the motion was approved.***

**6. NEW BUSINESS:**

The 2016 grounds maintenance RFP will be provided to four vendors.

***Mr. Dave Jones motioned to approve the pool house repairs proposed by TPI, Inc. for the total cost of $8,800. Mr. Jeff Benson seconded the motion and the motion was approved.***

***Mr. Jeff Benson motioned to approve the proposal submitted by Snow Management Group to perform snow removal for the 2015/2016 winter season. Mrs. Victoria Swanson seconded the motion and the motion was approved.***

***Mr. Dave Jones motioned to approve High Sierra Pool proposal for the 2016 & 2017 pool management contract at the total cost of $49,500 per year, and for the current pool hours to be reflected. Mr. Jeff Benson seconded the motion and the motion was approved. Mrs. Victoria Swanson voted not in favor of the motion.***

***Mr. Jeff Benson motioned to approve the 2016 draft budget as submitted, pending a review by Jonathan Catania, Board Treasurer. Mr. Dave Jones seconded the motion and the motion was approved.***

The annual meeting is scheduled for Thursday, November 12th at The Hampton Inn.

**8. EXECUTIVE SESSION:**
***Mr. Jeff Benson motioned to move into executive session at 8:52 p.m. Mr. Dave Jones seconded the motion and the motion was approved.***

***Mr. Jeff Benson motioned to move out of executive session at 9:07 p.m. Mrs. Victoria Swanson seconded the motion and the motion was approved.***

***Mr. Jeff Benson motioned to approve the payment plan proposed by account number 171-0548, and should the homeowner default on a payment, the original late fees and legal process will be restored. Mr. Dave Jones seconded the motion and the motion was approved.***

***Mr. Jeff Benson motioned to approve the payment plan proposed by the homeowner of account number 170-8327, of $187 per month, and late fees to be removed, but should the homeowner miss a payment, the original late fees will be returned to the account. Mr. Jonathan Catania seconded the motion and the motion was approved.***

***Mr. Jeff Benson motioned to write off any small balance amounts of $24.99 and below. Mrs. Sabrina Ramsey seconded the motion and the motion was approved.***

**ADJOURNMENT:**
With no further business, the meeting was adjourned at 9:15 p.m.

The next meeting will be held on October 15, 2015.

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