APPROVED MINUTES

MORRIS FARM COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
May 18, 2011
Gainesville Middle School
8001 Limestone Drive
Gainesville, VA 20155

In Attendance:

Avery Brunson – Vice President
Dave Jones – Director
Mark Jones – Director
Brian Penatzer – Director

Absent with Notice:

Eric Lippold – President

Also Present:

Jessica Azzarano – Community Manager, Sequoia Management

4 homeowners

CALL TO ORDER

Vice President Brunson called the meeting to order at 7:03 p.m., noting a quorum of the Board was present.

RESIDENT INPUT

- Ms. Kathy Jardine asked about the status of Bulletin Boards for the Community that had been discussed last year by the Board. Secretary M. Jones informed her that the Master Sign Plan, which included potential Bulletin Boards, had been sent to the new members of the Grounds Committee for their review and recommendations to the Board. She also asked about the status of a potential new dog waste station on Indigo Bunting. Director D. Jones informed her that the issue was on the agenda for this evening's meeting.

Resident input closed at 7:10 pm

AGENDA APPROVAL

The agenda was presented for review and approval.

REVIEW AND APPROVAL OF MINUTES:

March 2011 meeting minutes were presented for review and approval.

The motion was tabled as only Vice President Brunson was present at both the March and May meetings.

April 2011 meeting minutes were presented for review and approval.

(M) Upon motion duly seconded and carried, the Board of Directors approved the April 27, 2011 Meeting Minutes as amended. Director Penatzer made the motion, no further discussion, Vice President Brunson seconded. The motion passed unanimously.

COMMITTEE REPORTS

The Board had appointed new members to the Covenants, Activities, and Grounds Committees by unanimous email consent.

(M) Upon motion duly seconded and carried, the Board of Directors ratified the unanimous consent appointments of the following Committee members: Covenants Committee – Lizette Jones, Susan Townsend, Brandon Farewell; Activities Committee: Ellen Burton, Estrella McGowan, Kathy Jardine; Grounds Committee: Van Swanson, Terri Elwakad, Loretta Whiticre, Kim Lippold. Director D. Jones made the motion, no further discussion, Secretary M. Jones seconded. The motion passed unanimously.

Covenants

Committee Report for April 2011 was provided. Committee Chair indicated that there were too many "walk-ins" hand carrying packages to the Committee for review. Board discussed need to reinforce requirement for packages to be provided to SMC at least one week prior to scheduled Committee meetings.

Pool

No report.

Activities

Flyers for Community Yard Sale on June 4, 2011 have been distributed to every household in Community.

Grounds

Need for Juniper Tree replacement on Rollins Ford Road was discussed as well as Clippers proposal for replacement. The Board of Directors determined that the Junipers did need replacing and that due to the cost involved, the requirements should be put out for bid.

Property Manager set meeting with landscaping contractor to discuss Common Area mowing to ensure that all appropriate common areas are included in contract and mowed on regular basis. Board members indicated that there were other areas for "as-needed" cutting such as berms near cul-de-sacs and area under power lines (for which the Community had been previously cited by the County). Contractor was also to look at trees on back berm near pool.

Communications

Website Administrator Guidelines Resolution is in the process of being drafted.

FINANCIAL REPORT

The Financial Report was included in the Board packet for review.

MANAGEMENT REPORT – OLD BUSINESS

Management provided a written report for the Board to review.

Installation of Additional Pet Waste Station

The Board reviewed pet station usage data provided by DoodyCalls to determine if moving a station to Indigo Bunting at a cost of $160 would meet the need in lieu of purchasing an additional station.

(M) Upon motion duly seconded and carried, the Board of Directors approved the purchase of one additional pet waste station not to exceed $450 from DoodyCalls. Secretary M. Jones made the motion, no further discussion, Director Penatzer seconded. The motion passed unanimously.

Summer Meeting Location

The Board has made arrangements with Greenwich Presbyterian Church for space to conduct Board Meetings during this summer. The Church has been very gracious to provide space previously for our Covenants Committee meetings and the Board discussed providing a donation to the Church.

(M) Upon motion duly seconded and carried, the Board of Directors approved a $150 donation to the Greenwich Presbyterian Church for providing the Community with meeting spaces. Secretary M. Jones made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

MANAGEMENT REPORT – NEW BUSINESS

Agreement and Plan of Merger

The Board considered and discussed the Agreement and Plan of Merger as signed by the North Homeowners Association. The specifics of the motion, as provided by legal counsel, are attached to these Minutes.

(M) Upon motion duly seconded and carried, the Board of Directors approved the Agreement and Plan of Merger of Meadows at Morris Farm South Homeowners Association and Meadows at Morris Farm North Homeowners Association into Meadows at Morris Farm Community Association. Vice President Brunson made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

Special Meeting for Vote on Merger

(M) Upon motion duly seconded and carried, the Board of Directors approved Wednesday, July 20th, for the Special Meeting of the Association for the purpose of voting on the Plan of Merger (attached to these Minutes). Director D. Jones made the motion, no further discussion, Vice President Brunson seconded. The motion passed unanimously.

Annual Meeting

(M) Upon motion duly seconded and carried, the Board of Directors approved Wednesday, August 17th, for the Annual Meeting of the Association. Vice President Brunson made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

Pool Furniture

(M) Upon motion duly seconded and carried, the Board of Directors accepted the Winston Contract proposal for additional pool furniture at the cost of $3,444.44. Director Penatzer made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

Insurance Renewal

(M) Upon motion duly seconded and carried, the Board of Directors approved the renewal of the Community Association Insurance with Associations Insurance Agency (AIA) at the cost of $7,014 to be paid in full by May 27, 2011. Director D. Jones made the motion, no further discussion, Director Penatzer seconded. The motion passed unanimously.

Irrigation Repairs Proposal #1101

(M) Upon motion duly seconded and carried, the Board of Directors approved the AquaTech proposal for leak repair at Zone #2 for a total cost of $124.04. Director D. Jones made the motion, no further discussion, Vice president Brunson seconded. The motion passed unanimously.

Irrigation Repairs Proposal #1102

(M) Upon motion duly seconded and carried, the Board of Directors approved the AquaTech proposal for leak repair at the pool house and replacement of the Controller for a total cost of $1,377.25. Director D. Jones made the motion, no further discussion, Vice president Brunson seconded. The motion passed unanimously.

Irrigation Repairs Proposal #1103

(M) Upon motion duly seconded and carried, the Board of Directors approved the AquaTech proposal for rotor head replacement at the playground for a total cost of $140. Director D. Jones made the motion, no further discussion, Vice president Brunson seconded. The motion passed unanimously.

EXECUTIVE SESSION

(M) Upon motion duly seconded and carried, the Board of Directors agreed to Adjourn to Executive Session at 7:55 pm to discuss delinquencies, collection status, and a bad debt write-off request for a former owner. Vice President Brunson made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

(M) Upon motion duly seconded and carried, the Board of Directors agreed to Move into Open Session at 8:15 p.m. Vice President Brunson made the motion, no further discussion, Director Penatzer seconded it. The motion passed unanimously.

POST EXECUTIVE SESSION

Former Owner Bad Debt Write-Off

(M) Upon motion duly seconded and carried, the Board of Directors approved the write-off of $1,890.14 for former owner account number P1814364 as bad debt. Director D. Jones made the motion, no further discussion, Vice President Brunson seconded. The motion passed unanimously.

Waive Minor Fees

(M) Upon motion duly seconded and carried, the Board of Directors authorized SMC to waive fees less than $20. Secretary M. Jones made the motion, no further discussion, Director D. Jones seconded. The motion passed unanimously.

ADJOURNMENT

With there being no further business,

(M) Upon motion duly seconded and carried, the Board of Directors agreed to adjourn the meeting at 8:20 pm. Vice President Brunson made the motion, no further discussion, Secretary M. Jones seconded. The motion passed unanimously.

Respectfully Submitted

Mark W. Jones, Secretary