MINUTES – MMF 11/28/2012
APPROVED-12/19/2012

MORRIS FARM COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
Wednesday, November 28, 2012
Gainesville Middle School
8001 Limestone Drive Gainesville, VA 20155

In Attendance:

Dana Alexy
Jeff Benson
Jonathan Catania
Dave Jones
Victoria Swanson

Absent With Notice:
N/A

Also Present:

Jessica Azzarano – Community Manager, Sequoia Management
Tricia Filbert –Sequoia Management
Allen Warren, Esq – Chadwick, Washington, Moriarty, Elmore & Bunn, P.C. (legal)
1 homeowner(s)

1. CALL TO ORDER

Dave Jones (in President capacity) called the meeting to order at 7:05 p.m., noting a quorum of the Board was present.

3. RESIDENT INPUT

- Mr. Brian Pentazer inquired as to his status on the application to Covenants Committee. Also stated his appreciation for the Communications Committee in posting the article related to GE Dishwasher recall to the Morris Farm Website. He read the article and called a technician who discovered his dishwasher was almost in a similar situation to start an electrical fire. He also inquired about the trees on the island across from Sharpshinned. Sequoia to follow up.

2. EXECUTIVE SESSION

(M) Upon motion duly seconded and carried, the Board of Directors agreed to Adjourn to Executive Session at 7:11 pm to receive an orientation and presentation from legal. Board member Benson motioned, Board member Alexy seconded. The motion passed unanimously.

(M) Upon motion duly seconded and carried, the Board of Directors agreed to Move into Open Session at 8:03 pm for the purposes of conducting the monthly meeting. Board member Swanson made the motion, no further discussion, Board member Alexy seconded. The motion passed unanimously.

4. Officer Elections

(*Background:* When the Community merged from 2 subassociations into one main association in 2010, the Board of Directors agreed to implement staggered terms for Board Members. The top two nominations receiving the most votes would serve a 3-year term, the next two nominations receiving the second top votes from the community would serve a 2 year term and the next remaining nominations would serve a 1 year term. This structure will allow for consistency in oversight of the Mgmt Company and within the community but also allow for turnover with minimal impact to the community.)

Based on the votes from the October Annual Meeting, Jeff Benson, Dana Alexy and Victoria Swanson tied for votes. Only two members can serve in a 3 year term. Dana Alexy volunteered to serve a 2 year term.

Below are the positions the new Board members will serve for 1 year. After the year, they will vote again for positions.
President – Jeff Benson (3 year term as Board member)
Vice President – Dana Alexy (2 year term as Board member)
Secretary – Victoria Swanson (3 year term as Board member)
Treasurer - Jonathan Catania (1 year term as Board member)
Director at Large – David Jones (2 year term as Board member)

President Benson will work with Director Jones during the transition to the new management company.

5. ANNUAL MEETING MINUTES –
The 2012 October annual meeting minutes were presented for review for accuracy. This will be scheduled for approval at the 2013 Annual meeting.

6. REVIEW AND APPROVAL OF MINUTES:
The Board ratified the Unanimous Consent for Approval of the September 2012 Minutes. These were approved due to the new Board members were present at the September meeting in the audience.

July 18, 2012 Meeting Minutes were presented for review and approval, but were tabled as only two Board members were present who had also attended the May Board of Directors meeting.

7. MANAGEMENT RECOMMENDATIONS:
Consolidated Balance Sheets:

2012-2013 Snow Removal Proposals:
(M) Upon motion duly by Secretary Swanson, seconded by VP Alexy and carried, the Board of Directors approved to accept Snow Management Group (SMG) proposal for snow removal with unanimous consent.

2013 High Sierra Budget Package:
Tabled

2012 Reserve Study:
Tabled for additional reserve study for each type

2012 Consolidated Balance Sheet:
(Action) President Benson requested Treasurer Catania and Director Jones to meet with Vince (accounting) and pick Board Method A or Method B.

2012 Audit Engagement Proposal:
(Action) Sequoia Management Company (Jessica) to ask if Goldklang Group CPA will move the fiscal year to the calendar year and the fee for this change. Board to review over email.

8. COMMITTEE REPORTS

Covenants
(M) Upon motion duly by Director Jones, seconded by VP Alexy and carried, the Board of Directors approved the application for Brian Penatzer to the Covenants Committee with unanimous consent.
(M) Upon motion duly by VP Alexy, seconded by Director Jones and carried, the Board of Directors approved the application for Avery Brunson to the Covenants Committee with unanimous consent.
(M) Upon motion duly by VP Alexy, seconded by Director Jones and carried, the Board of Directors approved the appointment of Estrella McGowen to Chair of the Covenants Committee with unanimous consent.

Grounds
Ratification of Unanimous consent for Chair & Co-Chair Appointments.
Ratification of Unanimous consent for appointment of Avery Brunson to Grounds Committee.
CLS Improvement Project Update –
#10 – Cedar Tree Removal on pathway behind pool/meadow & cut up leave debris in naturalized area. Cost $150. (Done & Approved)
#11 – Tree Removal: Remove large pine tree fallen behind 14456 Sharpshinned Dr. Cost $500.
#13 – Tree Removal: Remove large, leaning tree that could possibly fall and damage fence next to 14113 Flicker Ct. Haul off and dispose of related debris. Cost $600.

(M) Upon motion duly by VP Alexy, seconded by Director Jones and carried, the Board of Directors approved the items #10, #11 & #13 from the CLS Proposal dated 11/16/12 as described above.

Retail Wall Project/Discussion – (Tabled)

Activities
N/A

Communications
N/A

9. UNFINISHED BUSINESS:
Additional Pool Furniture Purchase - Tabled

10. NEW BUSINESS:
a. Financial Statement
b. Consolidated Balance Sheet
c. Snow Management Proposals (see #7 above for Motion)
d. Post Season Review of Pool & 2013 High Sierra Budget Package (see #7 above for Motion)
e. Hunting on Association Common Area Discussion

(M & Action) Upon motion duly by Pres Benson, seconded by ?? and carried, the Board of Directors approved the Grounds Committee to research "No Hunting" signs to place on property boundaries.

f. American Disposal Rate Increase Letter
g. 2012 Reserve Study (see #7 above)
h. Chadwick Washington Rate Increase Letter
i. 2012 Audit Engagement Proposal (see #7 above)

11. EXECUTIVE SESSION

(M) Upon motion by Director Jones seconded by VP Alexy and carried, the Board of Directors agreed to Adjourn to Executive Session at 9:49pm to discuss accounts. The motion passed unanimously.

(M) Upon motion duly seconded and carried, the Board of Directors agreed to Move into Open Session at 9:52pm for the purposes of concluding the meeting. Board member Swanson made the motion, no further discussion, Board member Alexy seconded. The motion passed unanimously.

POST EXECUTIVE SESSION

(M) Upon motion duly seconded and carried, the Board of Directors voted to accept the $150 payment plan plus the current assessment until paid for Account #98966.

(M) The Board ratified the Unanimous Consent for approval of requests for Accounts late fee waiver of Account #1814404.

ADJOURNMENT

With there being no further business,

(M) Upon motion duly seconded and carried, the Board of Directors agreed to adjourn the meeting at 9:38 pm. Director Jones made the motion, no further discussion, Treasurer Catania seconded. The motion passed unanimously.

Respectfully Submitted
V Swanson (MMF), Secretary