

ASHTON WOODS HOMEOWNERS ASSOCIATION  
NORTH CHESTERFIELD, VIRGINIA 23237  
BOARD MEETING: OCTOBER 18 2016

PLACE: 8618 Peach Grove Road, Chesterfield, VA

TIME: 6:30 pm

PURPOSE: Establish Board of Directors Duties and Assignments and Pool Contract

Attendees: Tina Goode, Maryanne Butler, Ernest Santos, Joy Ardillo, Monica Del Pozzo, Charlene Santos

6:45 pm: Meeting comes to order via Acting President Maryanne Butler

- Maryanne Butler asks that the minutes be read from the meeting of October 2, 2015 and ratified
- Monica Del Pozzo proceeded to read the minutes. Maryanne Butler asked that a vote be taken to ratify the minutes. Joy Ardillo seconds the motion. Vote was taken and all attending board members agreed. Minutes from October 2, 2016 are ratified.
- Purpose of the meeting is to establish a structured Board of Directors by term length, position and duties
- Maryanne Butler handed to all in attending the duties and responsibilities of each position of the Board of Directors for a review before nominations and terms of each director are voted on and approved.
- 1<sup>st</sup> position: President. Joy Ardillo nominates Maryanne Butler as President; Monica Del Pozzo seconds the nomination. A vote was taken; all in favor. Maryanne Butler is President. Maryanne Butler agrees to term of three years as a Director.
- 2<sup>nd</sup> position Vice President. Maryanne Butler nominates Ernest Santos. Joy Ardillo seconds the nomination. A vote was taken; all in favor. Ernest Santos is Vice President. Ernest Santos agrees to the term of three years as Director.
- 3<sup>rd</sup> position Secretary. Maryanne Butler nominates Monica Del Pozzo and Joy Ardillo seconds the nomination. A vote was taken all in favor. Monica Del Pozzo agrees to a term of two year as a Director. Tina Goode will assist.
- 4<sup>th</sup> position: Treasurer. Maryanne Butler nominates Tina Goode as interim treasurer of accounts receivable. Joy Ardillo seconds the nomination. A vote was taken; all in favor. All accounts payable duties will be performed by Maryanne Butler. Vote was taken; all in favor.
- 5<sup>th</sup> position: Pool manager. Maryanne Butler nominates Joy Ardillo and Ernest Santos seconds the nomination. A vote was taken, all in favor. Joy Ardillo agrees to a term of two years as a Director
- 6<sup>th</sup> position. Architectural Review Committee (ACC). Maryanne Butler nominates Ernest Santos to head the ACC and Charlie Santos as a member of the ACC. Joy Ardillo seconds the nomination. A votes was taken; all in favor. Maryanne Butler will assist.

- Maryanne Butler nominates Zina Michelle Hughes to one year as Director. All second and agreed.

**The five Board of Directors length of term is as follows:**

Maryanne Butler – three years

Ernest Santos - three years

Joy Ardillo – two years

Monica Del Pozzo – two years

Zina Michelle Hughes – one year

Next order of business: Pool re-plaster Proposals

Swim Club Management explained to the Board in August 2016 that the pool must be re-plastered and pump replacement. A proposal was submitted for review and agreement. The new Board of Directors has been provided a copy of the proposal along with the cost of \$38,500.00. After much review and discussion a vote was taken. Maryanne Butler asked for a vote on the submitted proposal from Swim Club Management. The vote resulted in all in favor by all attending Board of Directors.

Next issue is how to pay for this work. The work must be done this fall. If put off until spring it could delay the opening of the pool Memorial Day 2017. The Board has agreed to issue a onetime assessment for necessary repairs to the pool. To avoid increasing the dues, a onetime assessment of one hundred and fifty dollars be issued to each home owner of Ashton Woods Homeowners Association. A vote resulted in all in favor by all attending Board of Directors. The Board also approved submitting a loan application in the amount of \$23,000.00 for the term of five years to BB&T bank to pay for the initial work to the pool.

Action items:

- Tina Goode meets with Monica Del Pozzo to give files pertaining to the secretary duties within the next two weeks.
- Maryanne Butler to forward Ernest Santos files pertaining to the Architectural Review Committee
- Next board meeting has not been scheduled to date

Meeting adjourned 8:30 pm

