

HOLLEYBROOKE HOMEOWNERS ASSOCIATION, INC.

October 20th, 2020

The meeting, being held via audio conference, was called to order at 7:00 pm by Judy Lamberth. The members present: Judy Lamberth, President; Eric Lowe, Vice President; Thomas Gordon, Secretary; Lee Brothers Director and Irene Davidson, Contract employee.

Prior to the start of the meeting, members of the board were provided a draft copy of the September 2020 Holleybrooke HOA regular meeting minutes and the 2020 HHOA Nomination meeting minutes for review. Eric Lowe made a motion to accept the September 2020 Holleybrooke HOA regular meeting minutes and the 2020 HHOA Nomination meeting minutes; Judy Lamberth seconded the motion to accept minutes. The minutes were accepted with no objection.

FINANCIAL REPORT

Irene Davidson, contract employee, provides overview of financial report.

As per September 30th, 2020 statement:

Balance of Checking account: \$123,256.33

Balance of Reserve Account: \$172,902.92 including interest in the amount of \$7.09

Balance for the Checking account as of October 20th, 2020: \$116,023.65

CD #1: \$19,111.68 including interest from 09/19 to 10/19 in the amount of \$47.26

CD #2: \$12,832.83 including interest from 09/19 to 10/19 in the amount of \$31.06

Collection Update:

The HHOA signed 16 warrants in debt on October 19th, 2020. This number is a decrease from the original 42 with 35 full amount delinquencies, 2 bankruptcies, and 5 partial payment delinquencies. A deputy will serve a total of 16 warrants to homeowners.

Judy Lamberth made a motion to accept the financial report as provided for September 2020; Eric Lowe seconded the motion. There were no further questions and the financial report was accepted with no objection.

ACC Violations:

ACC violation letters have been sent out to homeowners for violations pertaining to grass, driveways and vehicles. Violations which have been remedied include violations pertaining to grass cutting, ditch cleaning and a homeowner's pool which was clearing up but as of today is turning green again.

New Business

Thomas Gordon –

I spoke with Tony with Plumbing Innovators and he brought up some good points regarding the installation of the irrigation backflow and protective measures that can be taken at installation to avoid theft.

Tony suggested that during the installation of the irrigation backflow and while the underground piping was exposed, that an additional valve be added to turn off the supply of water to the pool area. This would allow the water to the pool to be turned off and the irrigation system to remain operational.

The composition of the proposed backflow preventer makes it desirable by scrap metal thieves. Tony recommended that a concrete pad be poured around the pipes and a steel cage be bolted to the concrete around the backflow instead of having the pvc pipe coming from the ground to the preventer and the preventer mounted to 4x4 posts for support with river stone used for curb appeal.

Irene Davidson –

The pool backflow preventer has been installed and vacuum breaks on all hose bibs have been put in place. Plumbing Innovators is scheduling a backflow preventer inspection through Spotsylvania County and is looking to have them come out on Thursday, November 22nd to inspect the backflow preventer.

The pool has been covered, chemicals have been added and the water level has been lowered; the pool system however has not been winterized. Pool winterization will take place when the work on the irrigation system has been completed.

EXECUTIVE SESSION

Judy Lamberth made a motion to close the HHOA Regular session meeting and move into Executive session to discuss ACC violations, dues collection and late fees; Thomas Gordon seconds the motion; The October 2020 HHOA meeting enters executive session without objection at 7:27 pm.

At 8:15pm Judy Lamberth made a motion to close the HHOA Executive session and return to Regular session; Thomas Gordon seconds the motion; The October HHOA re-enters Regular session without objection at 8:15pm.

RESUME REGULAR SESSION

8:15pm the October 2020 HHOA board meeting resumes regular session.

Vote - HHOA Management Company

Vote for a change to the ACC guidelines regarding sign violations. The change to be completed at a later date is to remove the guideline identified as #2 on page 21 of the HHOA Bylaws. The HHOA management company will be notified to not enforce this guideline.

Justification for change:

The purpose of this change is to eliminate the possibility of HHOA members or management being placed in harms way when enforcing this guideline.

Lee Brothers – aye

Eric Lowe – aye

Thomas Gordon – aye

Judy Lamberth – aye

Judy Lamberth adjourns the October 2020 HHOA Board Meeting at 8:17 pm.