

HOLLEYBROOKE HOMEOWNERS ASSOCIATION, INC.

August 20, 2019

Meeting was called to order at 7:05 pm by Sharon Jeter at Snow Library. The members present: Sharon Jeter, President; Judy Lamberth, Vice President; Lenora Brothers, Secretary; Michelle Gordon and Eric Lowe; Irene Davidson, Contract Employee.

Prior to the meeting, Lenora emailed the Board members the minutes for June 2019 for review. Eric motioned to accept the minutes for June 2019; Judy seconded the motion. The minutes were accepted with no objections.

Irene read the Treasury Report. As of July 31 , 2019, the checking balance was \$118,805.79 and the money market fund was \$144,120.58. As of August 20, 2019 the check book balance was \$106,670.75. As of August 20, 2019, twenty six (26) homeowners have not paid dues for 2019 and warrants in debt are being prepared. ACC notices from July 1, 2019 through August 20, 2019 are as follows: 49 violation letters (grass, illegal cars, trash, various exterior repairs, items being stored in the front yard). According to Irene, two properties have been sent to the attorney; the attorney filed a motion for a court date. Eric motioned to accept the Treasury Report; Judy seconded the motion. The Treasury Report was accepted with no objections.

SPECIAL GUEST: Deputy Ridings, Crime Investigations

Lieutenant Scott Davis stated that Sergeant Ridings was not able to attend due to an illness, and that he and Deputy Ryan Plunkett were asked to speak to residents and address any questions or concerns. Irene mentioned to Lt. Davis that Sergeant Ridings had agreed to address crime stats for Holleybrooke and crime concerns in the neighborhood that had been posted to social media. One resident stated she didn't understand why Lt. Davis was asked to speak when a deputy spoke at the last meeting. Irene clarified that the deputy who attended the last meeting is with the Gang Unit, and the request to have someone speak at this meeting is to address general crime in the neighborhood. Another resident apologized to the Lieutenant and the Deputy for wasting their time when it could be spent doing other things rather than addressing residents postings on social media. Lt. Davis disagreed with his presence being a waste of time. Eric stated that the sheriff's office was contacted to address some of the possible inaccuracies being posted to social media. Lenora mentioned that it had been brought to the Board's attention concerns in the neighborhood being posted to social media regarding speeding and other issues, and that the Board asked to have a representative with the sheriff's office come to a meeting to give residents the opportunity to address some of these concerns and any additional crime that may be present in the neighborhood.

Lt. Davis stated that he is glad they were called to speak to residents. Lt. Davis asked how is information shared between the Board and homeowners, and asked if there is a Holleybrooke HOA webpage? The Board confirmed there is a website. Lt. Davis mentioned that the website is probably not the best place to address concerns about possible crimes and indicated that most likely would be at a meeting; but don't hesitate to call the sheriff's office to report a possible crime ("If you see something, say something"). A resident asked for the non-emergency number for the sheriff's office, and indicated she noticed some graffiti on their way to the meeting. Another resident asked about any helpful apps to report crime that Spotsylvania County may be currently using. Lt. Davis indicated that a new website for the sheriff's office is currently being developed and indicated there will be a page to report a crime. However, he indicated it is best to pick up the phone and call the sheriff's office to report with the dispatcher directly. Lt. Davis also mentioned that he is not aware of any current trends of crime within the neighborhood. For additional information for reporting crimes (such as text), contact the sheriff's office.

Lt. Davis also stated that if residents are not sharing information on some community based form (for example, website) where communication is generally posted, it is difficult for everyone (the Board, residents) to collectively get together to address these concerns. He further stated that community meetings are most effective when everyone stays focused on the needs and concerns of the community and handle any personal concerns (such as ACC violations) one on one.

Another resident mentioned that she is concerned with speeding being out of control; and that she has contacted the traffic department. She also stated she has requested a speed trailer, but that she had preferred to have patrol officer to sit and take radar only to be told the sheriff's office can't do that because they are too busy. Lt. Davis stated there are three methods which are generally used to investigate speeding: hot sheets (listing items of

high interest regarding crimes); state funded (overtime based initiative) for speeding and alcohol; put in a request with the traffic unit (keeping in mind that Holleybrooke is not the only community with similar concerns). He also suggested possibly looking into hiring a deputy to assist in speed enforcement.

Irene mentioned that she had talked with a woman at the sheriff's office (behind the glass) who said that regarding requests pertaining to speeding, generally strips (traffic counters) are put in place to determine where a deputy is needed. Lt. Davis indicated that may not be correct information and that those counters are typically used for road work. Irene also asked if you see someone speeding and you have their license number and can identify the vehicle, do you contact the magistrate's office or the sheriff's office? Lt. Davis stated you would contact the magistrate. He also stated that it's not enough just to have the license plate number, but you have to be willing to testify in court.

A resident asked if a video can be used as evidence? Lt. Davis indicated that video evidence is excellent as long as it is clear. However, Lt. Davis did state that with video evidence, the challenge can be in proving who is driving the vehicle. Lt. Davis reiterated that with complaints filed with the magistrate, you have to be willing to testify.

Lenora asked about the statute of limitations to report a misdemeanor? Lt. Davis indicated that limit is one year.

In closing, Lt. Davis encouraged everyone to come together collectively as a group; if there is not a website set up, then set one up; and, more importantly, everyone to invite friends and neighbors to attend the meetings and be part of the process.

NEW BUSINESS:

Affirm Approval of Bylaws ~ Judy mentioned there was a special meeting (via email) called by the Board to make an amendment to the Bylaws regarding the qualifications to be nominated to serve as a Board of Director and was voted unanimously by email to accept this amendment. Judy motioned to accept the change to the Bylaw qualifications; Eric seconded the motion. All agreed by signing their affirmation.

Judy indicated that a notice with the change to the Bylaw will be mailed out and read the newly amended Bylaw as follows: **Article III, Section 1. Qualifications: Any homeowner wishing to be a candidate for the Board of Directors must be a member of the Association in good standing with no outstanding dues, liens, or active architectural violations pending, and must have been a resident for a minimum of two (2) years. No person who has been convicted of a felony shall be qualified to serve as a Director. Any person seeking a position as a Director shall sign a statement attesting that he/she has not been convicted of a felony. Any person seeking a position as a Director must sign a statement making a personal commitment of time to actively participate as a board member, officer, and/or committee member to help organize, plan, and participate in community functions.**

Pool Activity ~ Irene stated there are no new activities to report, but that everything will be winding down. Irene also mentioned that use of the pool has been low since the start of school. Irene also mentioned the procedure for closing the pool when there is thunder: after the first clap of thunder, the pool and deck have to be cleared and typically the lifeguards will wait 30 minutes. If there is no more thunder, the pool will re-open. However, if it thunders again, the process will repeat.

Judy mentioned there was a good turnout for the hot dog party; Irene stated there were less than a dozen kids for the Teen Tween party.

OLD BUSINESS:

Audit Update ~ Eric read from the letter received from Andrew Grossnickle, Certified Public Accountant: "We have been engaged to audit the financial statements of Holleybrooke Homeowners' Association, Inc. for the years ended December 31, 2018 and December 31, 2017. The Association has provided us with the financial records for those years and our audit is ongoing at this time. We anticipate completion of our audit and the issuance of the audited financial statements and corresponding communication letters by September 30, 2019."

Holleybrooke/Cobblestone Volunteers ~ Michelle indicated there is one new volunteer who signed up to help via the link on the website, and there are ten (10) families who will receive a delivery through "Welcome Wagon".

Irene indicated a possible need for volunteers who might be willing to assist with those homeowners, especially some of our elderly, who are unable to tend to such things as trimming bushes and other small lawn care needs. A resident suggested directing some of these residents to a social media site. Lenora mentioned that the only issue would be that there are many of our elderly who do not use computers, and to consider other ways to reach out other than the internet. Another resident suggest enlisting the help of some of the youth in the community. One resident indicated he may be able to offer help.

Jenni Snyder asked when the elections take place? Irene stated that the notices will be mailed out in the following week and that nominations will take place at the September 17 meeting, and ballots will be mailed out prior to the October meeting. The timeline for nominations and elections is outlined in the Bylaws (Article IV, Section 1. Nomination; Article IV, Section 3. Elections).

A resident asked when was the last election? Irene indicated that 2014 was the last time anyone indicated an interest to serve on the Board.

Kelly Rucker asked if any of the Board members will be stepping down? Irene indicated she is not aware of anyone stepping down, but will not know until the September meeting.

Sharon thanked those residents who attended the meeting prior to adjourning to Executive Session.

8:32 pm ~ The Board adjourned to Executive Session.

8:42 pm ~ Lenora motioned to adjourn; Judy seconded the motion. All agreed.

Holleybrooke Homeowners' Association, Inc.
Board of Directors Meeting
August 20, 2019
Monthly report submitted by
Irene Davidson
Administrative Assistant

Financial Report:

Balance as July 31, 2019 statement
Checking: \$ 118,805.79
Reserve Account: \$144,120.58 (includes interest
\$51.71)

Balance checking as of 8/20/19: \$106,670.75

26 residents have not paid dues for 2019, warrants in debt are being prepared.

ACC UPDATE: 7/1 through 8/20/19

49 violation letters (grass, illegal cars, trash, various exterior repairs, items being stored in front yard).

Currently there are 2 properties that have been sent to attorney
Attorney filed a motion for court date