

BR Madison Home Owner's Association

Board of Directors Annual Meeting

November 2, 2020 18:00 at the Loudoun County Sheriff's Department

Jennifer Deming – President (by phone)

Kathy Davidson – Vice President

Keith Grayshon – Secretary

Chip Shubargo – Treasurer

David Greene – Member at Large

Lisa Cornaire – Spectrum Property Management LLC

Call to order at 18:00 by Kathy Davidson seconded by Keith Grayshon.

Lisa announced we had a quorum including 8 proxies and 7 homeowners were present.

Motion to accept the annual minutes from November 15, 2019 by Kathy and seconded by Keith.

Lisa updated the group on the landscaping issues that were resolved with plant replacements, removal of dead trees and there was no charge for the plant replacement with the warranty by Meadows Farms Nursery.

Three (3) properties have sold, 1 under contract, 1 additional on market in approximately 1 week.

Community-wide inspections did not occur April 25, 2020, due to COVID-19 however, inspections relating to home sales or individual homeowner complaints were addressed. Community-wide inspections will resume this spring.

18 ACR applications have been processed to date.

Reminder to homeowners to submit ARB applications with signatures and color samples if painting, design and plat documents to be included for fencing, decks, driveway, and landscaping.

Lisa reports that communication methods will continue to include e-mail listing, post card mailing, website, FB to get information out to community.

Lisa will keep an eye on the landscaping. Coupon books will be sent out in December 2020 for 2021 dues assessments. When inspection is done each spring Lisa uses software to take a picture and document to let the homeowner know what needs to be resolved. It also lets management keep track of the process.

Revisions to the Architectural guidelines are in process. This will be addressed in Board meeting after the annual meeting.

Board has made the contribution to the Reserve account per the annual budget. Separate contingency account is maintained to cover tree work, and other items not covered by the reserve funds.

Homeowner Open Forum

Owner had a question about the reserves. No additional questions.  
Elections

Keith Grayshon and Tim Sawyer were elected.

The Board positions will be:

President- Jennifer Deming

VP- Kathy Davidson

Secretary- Keith Grayson

Treasurer- Chip Shubargo

Member at Large- Tim Sawyer

Committee Appointments

Communications committee:

Jennifer Deming

Jen Copoola

Kristin McInerney

ARB committee:

Kathy Davidson

Keith Grayshon

Sara Coffman

Meeting adjourned at 18:18 motion by Kathy second by Keith.