

Hethwood Foundation

Quarterly Board Meeting Minutes

January 22, 2013 @ 12 noon in the Huntsman Clubhouse

The following Hethwood Board members were present: Janet Riddlebarger, Donna Gresh, Richard Hirsh, Bruce Harper, Bill Sanders, Melinda Dunford and Cindy Harrison. Josh Sharitz and Carol Schafer-Powers were also present from the Hethwood Foundation.

I. Opening Remarks

Janet Riddlebarger welcomed Bill Saunders.

II. Public Comment

Janet opened the meeting and asked if there was any public comment. John Burke, a resident and new Haymarket Square Board member introduced himself.

III. Minutes of the Last Meeting

A motion was made by Richard to approve the minutes as emailed from the October 1st, 2012 Board meeting, as well as the Annual Meeting of the Members held on October 15th, 2012. The motion was seconded by Donna. All approved and the minutes were approved as emailed.

IV. Recreation Report

Josh reviewed the recreation report. Highlights-Hatha Yoga is going great and Kids Movie Night had a record 45 parents and children.

V. Old Business

A. Update on Heritage & Mt. Vernon Lane

Water line has been replaced on Mt. Vernon Ln. with fire hydrants on both sides. Heritage Ln. line replacement has been postponed until 2013. Mr. Bean (T.O.B.) will let us know when they will resume.

B. T.O.B. Sewage Easement on Lancaster

This easement located at the pump station and playground area, was reviewed with Hethwood's attorney Mr. Creasy and has been approved.

C. VA Tech Fence Project

Tech is proceeding with replacement of the current fence. A new more modern electric fence is being installed to contain the livestock on their property. This is located along the field area behind Mt. Vernon beside Foxridge. It will eliminate the maintenance that Hethwood has had to complete on that section of fence.

D. Possible Tree Policy

Hethwood was approached by a resident to form a tree policy and or committee to come up with a plan on how to preserve the trees. Perhaps tree removal would need to be approved. There is nothing in by-laws to regulate that. This has been considered before, and it was decided that we do not have the right to do that. A liability issue may arise if someone has to wait for approval to remove a tree and

it falls on someone's house/property. Bill made a motion that we do not entertain a tree policy and Donna seconded that motion. All agreed.

E. Hearing Process Review

The revised hearing process, including corrections from Mr. Harper and Mr. Hirsh was sent out for your review. This should comply with Virginia law. The Board decided to edit the fourth paragraph on pg. 2, to state the following:

The Board of Directors may (but shall not be obligated to) offer the owner a new compliance date. Should the property not be brought into compliance by the time of the newly offered date, the Board may impose charges retroactively to the date of the hearing.

Janet asked for a motion to approve the hearing process as amended. So moved by Bill and seconded by Donna. All approved.

F. Fence-2909 Ashlawn Dr.

Hethwood overturned a Stroubles Mill ACC decision and granted approval of a fence. This was done because it was felt that the owners had satisfied the requirements for approval that had been previously outlined in a response, when the first 6' totally enclosed fence was not approved. Vegetation is to be planted on the open side and also along the Ashlawn Drive side.

*Note: Josh has been in touch with the homeowner and the contractor has stated he will correct spacing of pickets to include 1" gap as submitted.

VI. New Business

A. Review & Approval of Oct 2012 Financials

Donna explained the financials (Revenue & Expense Justifications) through October are actuals, and include projections for November and December (based on what has been spent) until the actual financials are complete.

Janet reviewed the October actual consolidated operating statement. We are on target within about \$400.00.

B. Vote on 5% Maximum Annual Assessment

Bruce made a motion to increase the maximum annual assessment (ceiling) by 5% for 2013 which is \$321.57. Donna seconded the motion.

C. Discuss 2013 Proposal

1. Budget

Josh reviewed each code of the 2013 proposed budget. Initially a 5% increase for the apartments and homes which would make dues the dues payment \$305.60, but it was decided to reduce the dues figure to 4% which would be $\$291.05 \times .04 = \302.69 -See approval of budget. Josh reviewed capital expenses with the following items: new chemical control systems for both pools, replace fence around Briarwood pool, and add a fenced sundeck + grill & tables, caulking, new used truck, lap lanes and reel, rubber mulch for playgrounds and fitness stations, replacing basketball goals, and paving (1/3 of loop around the pond).

2. 10 Year Capital Plan - Josh reviewed along with the cash flow. This is a good tool to predict/plan for upcoming capital.

3. Cash Flow – Janet reviewed the cash flow summary sheet which is expected to have a positive cash flow this year. We like to retain about a half a million in cash balance reserves. We'll check on reserves balance, and investment options, to see if we can improve return.

D. Approval of 2013 Budget

Janet asked if there was a motion to approve the budget with 5% dues increase Bill made a motion and Bruce seconded it. Richard requested that we reduce dues to 4% increase, which gives us zero positive cash flow & basically a \$3 difference per owner. Richard made a motion to amend the first motion to approve the budget with a dues increase of 4% and everything else in the budget staying the same. All approved. The 2013 budget was approved. Hethwood will make changes and resend with an explanation where money is located.

E. Election of Officers

The following candidates were unanimously elected as officers:
Jim King-President, Janet Riddlebarger-Vice President,
David Hubble-Secretary/Treasurer

F. Mission Hills ACC

Since Bill Sanders has been elected to the Board, both he and wife Kathy expressed concern of a possible conflict with them remaining on the architectural committee. They have talked with Patty & Scott Rennickar who are both interested in serving on the ACC. A motion was made by Bill to appoint both Patty and Scott Rennickar to the ACC. It was seconded by Donna.

G. Proposed Temporary Easement-T. O. B

The town is upgrading the Lancaster pump station and would like to use the grassy area next to it, rather than in the street as a staging area. The easement will only be good for 6 months and all areas will be repaired back to original state.

H. Neighbors Helping Neighbors

Josh & Carol would like to get a group of volunteers to help neighbors that may have difficulty getting small chores accomplished such as weeding a flower bed, trim bushes or put up a fence picket. The folks that could benefit from some assistance are often in violation. This could be a win win situation by helping them and improving the looks of the neighborhood in general. It is hoped that we can generate a list of people willing to help. Any liability would have to be waived. Mr. Creasy (attorney) may need to review a form folks would sign. Residents would need to provide supplies.

VII. Adjournment

The meeting was adjourned at 1:45pm.

