

Silver Cup Estates HOA Board of Directors' Meeting

March 5, 2013

CALL TO ORDER:

At 7:20 P.M. the meeting was called to order. The board members present were:

Randy Anderson	- President
Pete Cloutier	- Vice President
Nichole Brown	- Treasurer
Rich Holland	- Secretary
Kim Acres	- Member at Large

There were nine homeowners from SCEHOA present (including five board members) representing Lots 3, 12, 13, 15, 32, 47, 48, 54 and 55.

Election of the Board of Directors' Officers:

The Officers agreed to keep the same positions they held last year. President Anderson made the motion and it was seconded by Vice President Cloutier and then carried unanimously.

Minutes from Previous Meeting:

The Minutes from the November 13, 2012, BoD meeting were reviewed. As there were no corrections, the minutes were accepted as written.

Financial Report:

The 2013 County Waste Contract approved by the BoD in November in the amount of \$11,550.00 (\$962.50 per month, \$17.50 per home) is different than the one that was signed which shows \$19.00 per home for a total yearly contract of \$12,540.00. Additionally we are being billed for \$1,155.00 or \$21.00 per home. A.R.M.I. was asked to look into the discrepancies.

A.R.M.I. was asked to move the \$974.67 for mowing in January and February to the Mowing Line on the Income Statement Annual. They were also asked to combine the \$921.00 for the wind uprooted tree removal and \$1,401.00 to remove the dead and broken trees in the common areas. The total amount of \$2,322.00 is to be placed on the Grounds Maintenance line on the Income Statement Annual. The bill for \$1,401.00 will be sent to SYG to ask for reimbursement.

There are five homeowners past due in paying the first half of the 2013HOA dues. Of those, two are past due for all of 2012, all have been assessed a late fee.

Treasurer Brown reported that at the end of February 2013, there is \$13,589.26 in outstanding dues for 2012 and 2013. There is a Month End balance as of Feb 28th of \$22,231.62 plus \$8,322.24 in Cash Reserves. The total amount in the checking account as of Feb 28th is \$30,553.86.

The Financial Report was accepted as given.

Committee Reports:

Architectural Control Committee (Eric Treworgy, Carl Liebel, Bryan Dutton):

Eric Treworgy reported to the board that there were three requests processed and all were approved.

Neighborhood Watch:

Secretary Holland reported he has again started to receive Neighborhood Watch reports from the Warrenton Town Police. They will be forwarded to residents if they have a possible interest to or impact on our community.

Management Report (A.R.M.I.):

Trey Austin reported that A.R.M.I. moved our banking account from The Fauquier bank to BB&T.

Trey Austin reported that the work to get the storm uprooted tree removed and all the dead trees removed from the common areas has been completed. The bill for \$1,401.00 to remove the dead trees will be sent to SYG to ask for reimbursement. If no check is received, A.R.M.I. has other options to try to get us reimbursed.

Secretary Holland asked Trey Austin to send a copy of the contracts for the tree removals to him so he could include in the HOA Secretary records.

Old Business:

Compliance Report:

In lieu of A.R.M.I. sending a second letter to the homeowner whose home was in need of trim painting, Secretary Holland notified the board that he would go and personally talk to the homeowners to try and get them to paint the trim. This was done and the trim has now been painted.

Dead and Storm Damaged Trees:

Trey Austin already reported this has been done.

New Business:

Yard Sale:

The annual Olde Gold Cup / Silver Cup Estates Yard sale is set for May 11th. Secretary Holland moved to have A.R.M.I. pay ½ of the advertisement cost for the yard sale from the Homeowners Association Events Budget Line Item. Vice President Cloutier seconded the motion and it carried unanimously.

Sign Damage:

A resident reported to the Board that there was some loose brick/stone damage to the entrance way sign. Carl Liebel volunteered to look at the sign damage and will report back to the board if he can fix it and give us an estimate of supplies that he may need to purchase.

President Anderson moved to have A.R.M.I. reimburse Carl Liebel for the cost of materials to repair the sign from the General Repair and Improvements Budget Line Item. Treasurer Brown seconded the motion and it carried unanimously.

Resident Directory:

Secretary Holland reminded the Board and visitors that Linda Saunders volunteered to put together a Neighborhood Directory. If anyone needs to submit corrections or any additional information to her please do so as soon as possible. Additionally, the secretary is aware of two new homeowners who will be entering the community by the end of March. As soon as he gets their information, he will submit it to Linda for inclusion in the final directory.

Closed Session:

It was moved by President Anderson and seconded by Vice President Cloutier that the Board go into a closed session under the provisions of Section 55-510.1(c) of the Code of Virginia to discuss potential legal action against a homeowner, and to discuss a matter concerning the HOA management contract. The Board voted unanimously in favor of the motion. The Board informed visitors that they would resume the public meeting after their discussion, and left the room.

After the discussion the Board returned to the public session, and President Anderson read a Certification of Compliance (attached to these minutes) affirming that only matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed meeting, and only the matters stated in the motion convening the closed session were discussed or considered. It was moved by President Anderson and seconded by Vice President Cloutier that the Board members affirm the compliance statement with a roll call vote, which passed unanimously.

Notice not to renew contract with A.R.M.I.:

President Anderson moved to terminate the contract with A.R.M.I. at the end of the current contract on June 30, 2013. Secretary Holland seconded the motion. The motion carried unanimously.

President Anderson moved to terminate the Association's management contract with A.R.M.I. at the end of the current contract, on June 30, 2013. Secretary Holland seconded the motion, which carried unanimously.

The Intention to Terminate notice was given to A.R.M.I. at the meeting in accordance with the contract requiring written notice to be given at least 60 days prior to the contract anniversary. The Board will solicit bid proposals from other Management Agencies to manage the Association. A.R.M.I. may submit their own proposal for consideration by the Board.

Delinquent payment of dues:

President Anderson moved to have A.R.M.I. send one last letter to the homeowner telling them they have 60 days to come current on their dues or A.R.M.I. will send the matter to our attorneys. Vice President Cloutier seconded the motion and it carried unanimously.

Audit Review:

It is time for the Association to have its three year review of the financial records so Secretary Holland moved to have A.R.M.I. get a contract from a CPA to have the review conducted. The motion was seconded by Member at Large Acres and carried unanimously.

Homeowner Concerns:

A homeowner asked Trey Austin, A.R.M.I., to explain the fees associated with filing a complaint against the Board of Directors in accordance with Silver Cup HOA Policy resolution 2 and 3. Trey Austin informed the homeowner that the fees were recommended by the state and explained everything that the fee covered.

A homeowner wanted the association to know about some window problems he had. He stated he contacted the Window Manufacturer and they sent two replacement windows free of charge. He did have to pay labor to get them installed.

The same homeowner also said during home maintenance he noted that his sump pump was not working. Residents may want to make sure theirs is working correctly.

A discussion was made on refinancing options for those interested. Secretary Holland informed everyone he just did a VA refinance for 15 years at 2.75% with little out of pocket expenses. If you do not qualify for the HARP loan and are a veteran, this is another option.

There being no more business, President Anderson adjourned the meeting at 8:15 P.M. by acclamation.

Richard Holland
Secretary, HOA

MOTION: Randy Anderson

SECOND: Pete Cloutier

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Directors of the Silver Cup Estates Homeowners Association has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, ^{§5-510.1(c) 2ch} ~~§2-2-3712-D~~ of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of Silver Cup Estates Homeowners Association hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered.

	Aye	Nay
<u>Randy Anderson</u>	<u>X</u>	_____
<u>Pete Cloutier</u>	<u>X</u>	_____
<u>Rich Holland</u>	<u>X</u>	_____
<u>Kim Acres</u>	<u>X</u>	_____
<u>Nichole Brown</u>	<u>X</u>	_____

Randy Anderson

Silver Cup Estates Homeowners Association

3/5/2013

Date