

Silver Cup Estates HOA Board of Directors Meeting
FVC Management, 59 Culpeper Street
Warrenton, VA 20186
November 8, 2017

CALL TO ORDER:

At 7:05 P.M. the meeting was called to order by President Kim Acres. The Association board members present were:

Kim Acres	- President
Carol Buss	- Vice President
David Myre	- Treasurer
Rich Holland	- Secretary
Nichole Brown	- Member at Large

There were 8 homeowners from SCEHOA present (including board members) representing Lots 3, 6, 23, 25 32, 34, 47, and 48. Ms. Susan Helander, Director of Management at FVC Management was also present.

Homeowners Open Forum:

Dottie Wood reported someone vandalized her American Flag on her porch last week.

Rich Holland reported he asked the solicitors selling replacement windows to leave the community as we had "No Soliciting" signs posted at our entranceways. They were confrontational, so he called the Sheriff's Department who responded and told them to leave.

Nichole Brown reported seeing a power washing contractor refill their tank from a fire hydrant. She contacted the water department, Ms. Helander said that vendors can get a permit allowing them to do that.

Susan Helander stated the Lidl Food store is still under consideration. A meeting is scheduled, and she will send the information to the HOA Secretary who will notify the community in case someone wishes to attend.

Nancy Powell asked for clarification on who owns the property at the bike path. The BoD understanding is it is community property; however, Parks and Recreation maintains responsibility to mow the grass along the path and make repairs to the bike path.

Minutes from Previous Meeting:

The Minutes from the July 12, 2017 BoD meeting were reviewed. A misspelled name was corrected, and the minutes were accepted as corrected.

FVC Management (FVCM) Report: Ms. Helander's Management Report highlights can be viewed at the end of these minutes.

Financial Report:

Treasurer Myre reported that as of October 31st, 2017, there are no homeowners past due in paying their 2nd half of the 2017 dues.

As of October 31st, 2017, there was a checking account balance of \$25,427.66 plus \$14,610.83 in Cash Reserves in the Association's Money Market. The total amount in the accounts at the end of October 31st, 2017 was \$40,038.49.

As there were no questions after the report was given, President Acres moved to accept the report. Member at Large Nichole Brown seconded the motion. The motion carried unanimously.

Committee Reports:

Architectural Control Committee (Eric Treworgy, Carl Liebel)

Eric Treworgy, ACC Chair submitted his report to Secretary Holland. There were three new approvals since the last BoD meeting.

We need a volunteer to serve on the ACC Committee.

Neighborhood Watch:

Secretary Holland had nothing to report.

Unfinished Business:

Financial Audit Status - Audit has been completed and FVCM are awaiting the results.

Dead/fallen trees in the common areas – Ms. Helander and Secretary Holland walked the common areas and found about 26 trees that were dead and needed to be removed. FVCM sent out a RFP's to 5 vendors with a suspense of mid-November to respond. Once the proposals are received, FVCM will compile and send to the BoD who will vote on which proposal to accept. The work is to be completed over the off season.

New Business:

Budget: Treasurer Myre went over the proposed budget for 2018 and discussed how it was compiled. The budget was open for discussion. At the end of the discussion, Secretary Holland moved, and President Acres seconded that the 2018 Proposed Budget be approved keeping the HOA dues at \$600.00 per year. The motion carried unanimously.

FVCM was asked to send out invoices the last week of December. Secretary Holland stated that homeowners should look at the amount due. Some owe late fees from previous bills paid late, and some have paid late fees when no late fee was due and have a credit. If your bill states a late fee has been assessed and you do not agree, get with FVCM to reconcile.

The next Silver Cup Estates HOA Annual Meeting and Silver Cup Estates Board of Directors meeting have been tentatively scheduled for Wednesday, March 7, 2018 with an alternate date of March 14, 2018. The meeting will be held at the Warrenton Visitors' Center 33 North Calhoun Street Warrenton, VA, behind the restored John Singleton Mosby home on Main Street or the Warrenton Police Department's Conference room at 333 Carriage House Ln, Warrenton, VA 20186. Once the date and place are confirmed by FVCM, a notice will go out to the homeowners.

There being no more business, President Acres adjourned the meeting at 7:46 P.M. by acclamation.

Silver Cup Estates Homeowners Association, Inc.

Board of Directors Meeting

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Management Report

FINANCIAL

- Monthly financials from FVCmanagement provided for Board review
- Turner, Leins & Gold filed 2016 tax extension and completed the fieldwork for the 2014-2016 audit October 31, 2017. Draft to be provided.
- Budget meeting scheduled for November 1st at 7:00PM.

VENDORS

- County Waste trash providing weekly service. New 2017-2020 contract executed with no increase.
- A1 Lawn and Landscape providing annual landscape maintenance with mowing on a 7-10 day cycle. Contract in place thru 2019.

GENERAL

- Vendor invoices paid on the 15th and end of each month.
- ARC applications reviewed and then provided to the committee.
 - 7353 Iron Bit Drive – Pool w/ black iron fence
 - 7342 Iron Bit Drive – Tree removal
 - 7336 Iron Bit Drive – Extend driveway, concrete walkway and garden
- RFP for tree removal walked and determined by Rich Holland and management. Proposals to be received by November 15th.

Susan Rae Helander
Managing Agent

First Virginia Community Management, Inc. 59 Culpeper Street, Warrenton,
Virginia 540-349-8220 www.FVCmanagement.com

Item #	Expense	2017 Budget	2018 Budget	Where Your Money Goes
1	Office Supplies - 4030	\$ 75.00	\$ 75.00	\$ 1.36
2	Postage & Handling - 4032	\$ 75.00	\$ 100.00	\$ 1.82
3	Printing & Copying - 4034	\$ 75.00	\$ 100.00	\$ 1.82
4	Permits & Licenses 4053	\$ 175.00	\$ 175.00	\$ 3.18
5	Additional Administrative fees 4050	\$ 340.00	\$ 400.00	\$ 7.27
6	Homeowners Association Events - 6900	\$ 35.00	\$ 35.00	\$ 0.64
7	Grounds Maintenance - 6820	\$ 1,200.00	\$ 1,200.00	\$ 21.82
8	Mowing Contract - 6825	\$ 12,474.00	\$ 12,474.00	\$ 226.80
9	Insurance - 4609	\$ 750.00	\$ 750.00	\$ 13.64
10	Legal/Attorney - 4190 & 4192	\$ 1,000.00	\$ 800.00	\$ 14.55
11	Gen. Repair & Improve - 5510	\$ 150.00	\$ 150.00	\$ 2.73
12	Tax Preparation 7102	\$ 350.00	\$ 350.00	\$ 6.36
13	Audit/Accounting 4020	\$ 1,000.00	\$ 1,000.00	\$ 18.18
14	Management Fees 4240	\$ 3,606.00	\$ 3,715.00	\$ 67.55
15	Trash Removal County Waste 7010	\$ 11,550.00	\$ 11,550.00	\$ 210.00
16	Reserves 7741	\$ 145.00	\$ 126.00	\$ 2.29
17	TOTAL EXPENSES	\$ 33,000.00	\$ 33,000.00	\$ 600.00
18	Dues per Homeowner	\$ 600.00	\$ 600.00	\$ 600.00

