I. Homeowner Sign-in and Committee Sign Ups
Agendas, financial reports, ballots, Board and Committee sign-ups were distributed and available prior to the meeting.

II. Call to Order
The meeting was called to order by Jennifer Stockli, 3:08 pm.

In attendance:
- Board Members: Jennifer Stockli, Christopher Espenshade, Dave Frey, Mary Blackmoor, Dan Conway, Kevin Kelly (Absent: Sandra Morton – proxy to Dan Conway).
  Committee Members: Jennifer Stockli (Amenities); Dan Conway (ARC); Christopher Espenshade (GM); Lori Kelly (Social); Nancy Bowles, Sarabeth Truebenbach (Welcome); Kevin Kelly (Newsletter).
- 15 Lot owners were represented: Blackmoor (57); Bogert (46); Bowles (70); Cook (33); Frey (98); James (35); Kelly (97); Kelsey (94); Miller/Espenshade (88); Shevchuk (87); Soper (102); Stockli (29); Truebenbach (28); Wilson (73); Worrell (100).

III. President’s Report – Jennifer Stockli
- Jennifer Stockli welcomed all residents and thanked the 2011 Board and Committee members for their service to the HOA.
- Jennifer reported the following:
  - Overall, in 2011, everything in the development went pretty well.
  - Foreclosures and short sales decreased.
  - The number of volunteers increased.
  - The number of vandalism incidents decreased compared to 2010.
  - More teenagers volunteered to help out with the amenities.
  - The work that VDOT did on the state road is a problem that the new Board will address with VDOT.

IV. Treasurer’s Report – Dave Frey
- Dave Frey distributed copies of the financial report and reported the following:
  - The HOA is fiscally healthy.
  - The 2011 budget, set at $80k, came in under budget by approximately $14k.
  - Projected reserves have grown to 108% of the HOA goal.
  - Proposed budget for 2012 is $77k.
- A question arose on why the budget for 2012 is lower than 2011 – Dave explained that the pool costs will be lower, legal fees are projected to be lower, foreclosures are down (which results in less uncollected annual dues), and the grounds and maintenance contract is less expensive than budgeted for. However, the electric bill is expected to increase.
- Contract for the Front Entrance will be rebid in April. The Front Entrance is overgrown and needs to be revamped – the new Board will address the issue.
- The Cell Tower contract is expected to terminate in 2017. Verizon has installed fiber optic cable in the tower, repaired the fence and tower, and re-stoned the road leading to the tower.
- Lawn mowers will be serviced in the next month. A question arose on which lawnmower is being used when the grass is too tall for the zero turn mower.

V. Committee Reports
Amenities/Pool Committee Report – Jennifer Stockli
- Many volunteers took care of the pool on a daily basis.
- Pool maintenance costs were low this past year. Brad Barta will again be taking care of the pool and plans to caulk the pool decking. The pool water will not need to be changed this coming year. Last year a new chlorinator was installed.
• A question was asked on the status of the baby pool – it was drained and cleaned and refilled.
• Replacement furniture will need to be purchased this year.
• Pool key cards will be distributed to those with waiver forms on file if they are in good standing. The pool will open Memorial weekend and keys will automatically be activated.
• A discussion took place on access to the amenities parking lot when the gates are locked - teenagers have been using skateboards in the lot. Questions arose as to whether or not to allow skateboarding in the lot, no trespassing signs at the amenities and Front Entrance, policing the area, creating a neighborhood watch, and if the HOA is liable if teenagers are allowed to skateboard on HOA property and they get hurt. A suggestion was made to call the local sheriff for advice on the situation. A decision was made for the 2012 Board of Directors to address the issues.

Architectural Review Committee - Dan Conway
• Dan Conway made the ARC report for Sandra Morton who could not make the meeting.
• Dan reported that each Committee member reviewed the entire neighborhood at the same time and then compared findings to ensure a thorough review with no bias. All homeowners with violations received ARC letters. The reviews are taking place twice a year, spring and fall. As time goes on, violations should become fewer.
• A question was asked on the timeframes homeowners are allowed to address ARC violations. Dan stated that for those violations of mold on roofs, removing the mold can take up to six months or more for the chemicals to work. As long as a resident informs the ARC of the plan, the timelines for completion are extended. Dan reported that several members of the Board also received letters.

Grounds and Maintenance – Christopher Espenshade
• Christopher Espenshade thanked everyone who had helped with the grounds and maintenance the past year.
• Christopher reported that the trail pathways will need to be sealed and the encroaching wire grass removed. This project will be very expensive. The only way to remove the wire grass is to dig it out. Christopher suggested removing the grass and replacing with rocks on both sides of the walkways.
• The pool parking lot also needs to be sealed and the white lines painted.

Social Committee – Lori Kelly
• Several events were held: Monthly Ladies Night, Resident Block Party, and a Visit by Santa. Only 9 families participated in the yard sale so it has been reduced to once a year instead of two times (spring and fall).

Welcome Committee – Sarabeth Truebenbach
• The Committee tried several times to welcome one family, but they were never home.

Website – Dave Frey
• Website is updated on a regular basis.

Newsletter – Kevin Kelly
• The newsletter is produced four times a year. They are emailed to save money. Articles are written by Board and Committee members.

VI. Resident Concerns
• A resident would like to have a directory of other residents. Dave will look into creating a “members only” sign in for the website where information like a directory, disclosure packets information, newsletters, and other information can be accessed by residents only.

VII. Board of Directors Ballot and Election for 2011
• Jennifer Stockli explained the voting process, read the names of the write-in candidates, and asked for additional candidates. Ballots were returned, votes counted, and new members names read. Motion by Sarabeth Truebenbach, seconded by Lyn Kelsey to accept all eight board members; unanimous votes in favor; motion passed.

2011 Board of Directors:
Mary Blackmoor
Dan Conway
Christopher Espenshade
2012 Committee Members:
- Amenities Committee – Karen Cercone, Lori Kelly, Rondall James
- ARC – Sandra Morton
- Grounds – Christopher Espenshade, Kevin Kelly, Wayne Worrell, Dan Soper
- Newsletter – Lori Kelly
- Social – Nancy Bowles, Karen Cercone, Lynn Kelsey, Sarabeth Truebenbach
- Welcome – Lynn Kelsey, Gwen James, Sarabeth Truebenbach
- Website – Tish Frey


VIII. Adjournment
- Motion by Christopher Espenshade, seconded by Dan Conway, to adjourn the Annual Meeting; meeting adjourned at 4:22 pm.