

HUNTINGTON FOREST HOMEOWNERS ASSOCIATION
BOARD MEETING
January 14, 2014
3313 Fallen Tree Court
7:00 p.m.

Attendees:

Board Members: Jesse Schrum, Kathy Spitzer, Michael Tanner, Agnes D'Alessandro, Arienne Reilly, Donna Clay, Kerry McCabe, John Schaefer, Steven Danz, Laura Foster

Non-Board Members: Debbie Halla, Diane Piper, Steve Piper

Convening Motion:

- To ratify the action previously taken without a meeting by unanimous consent of all directors on January 5, 2014, on the following matter: Annual Renewal of the Association's following insurance policies: Master Property (Common Area), General Liability & Employee Dishonesty/Crime; Umbrella Liability; and, Directors & Officers Liability. Approved unanimously.
- Motion to approve minutes from September 11, 2013...passed
- Motion to approve minutes from November 14, 2013 (annual meeting)... passed

President's Report (Jesse Schrum)

Nomination and Election of 2014 Officer and Non-Officer Positions (passed unanimously)

- Mandated Positions
 - President – Steven Danz
 - Vice-President – Arienne Reilly
 - Treasurer – Laura Foster
 - Secretary – Agnes D'Alessandro
 - Architectural Chair – Donna Clay
- Essential Positions
 - Common Area Manager – Michael Tanner
 - Land Use Representative – John Schaefer
- Optional Positions
 - Vice-Treasurer – Steven Piper (non-Board member)
 - Architectural Vice-Chair – Kathy Spitzer
 - Vice-Secretary – John Schaefer
 - External Affairs – Kerry McCabe
 - Internal Affairs – John Schaefer
 - Land Use Alternative – Michael Tanner
 - Common Area Alternative – Kerry McCabe

President's report ...passed unanimously

Treasurer's Report (John Schaefer in absence of Doreen McKnight)

- Effective February 10, 2014, Burke & Herbert will no longer require dual signatures on checks. Motion to vote to continue HFHOA policy of second approval on checks drawn in excess of \$250. Passed unanimously that either President or Vice-President must approve and that 2nd approval could be by email.
- Voted to approve Balance Sheet and P&L Report as of 12/31/13. Passed unanimously
- Voted to approve Balance Sheet and P&L Report as of 1/12/14. Passed unanimously
- Discussion of what should be included in the Annual Assessment Mailing: Bill; form to update information; missing resolutions (if any); proxy ballot (to be consistent with Virginia law, vote to change voting requirements from 3/4 to 2/3 to change Declaration)

Treasurer's report passed unanimously

ARC (Arienne Reilly)

- Voted to revise language on Request Application to highlight homeowner responsibilities. Passed unanimously

Other Issues

- Motion to have Board meetings scheduled for the 2nd Monday of the month; if the 2nd Monday falls on a holiday, it would be the 3rd Monday. Passed unanimously.
- Next meeting is scheduled for February 10 at 7:00 p.m. Location TBD
- Kerry will contact VDOT re: street sweeping in the spring

Meeting adjourned 8:53 pm