



BELEWS LANDING HOA
BOARD OF DIRECTOR MEETING
February 18, 2013
Meeting Minutes

- I. President Steve Black opened the meeting by noting the presence of three Board members, thereby establishing a quorum. Other Board members present were Mike Lentz, Treasurer and Bonnie Wrisley, Secretary.
- II. Steve read the minutes from January meeting which were approved with corrections.
- III. Vice President's report: Deferred
- IV. Treasurer's report: Mike will report on the status of dues at next meeting. The management company plans to separate out the road funds this month. The Operating Fund has \$82,000 and the Clubhouse and Pool Fund has \$10,000. Fourteen thousand will be transferred from the General Fund to the Crow's Nest Road Fund, bringing the total balance to over \$24,000. The Board will consider the potential for depositing funds into a money market account or a certificate of deposit.
- V. Architectural Review Committee: The following building projects were reported on by Richard Verner:
 - Yardarm - received plans to day for a 4300 square foot home;
 - Lot 13 - is progressing;
 - Lot 4 - foundation being installed;
 - Lot 23 - plans approved pending exterior samples;
 - Lot 89 - issues are unresolved at this time. Building permit is for 1 year. Concerns were expressed as to when and how the condition of the building might impact the marketability of surrounding homes currently or soon to be listed for sale. Steve tried to contact Mark Fetters, but has received no response to date. Steve will write a letter to the owners to find out how they plan to resolve the problems;
 - Lot 92 - ongoing;
 - Lot 101 - ongoing;
 - Lot 47 - Duke and ARC approved stone path and landing;
 - Lot 63 - approved window tinting;
 - Lot 108 - approved fence;
 - Lot 1930 - approved flower bed;

A topic requiring clarification is window tinting as this process is being proposed and there are no guidelines for this. The question was posed as to the need for approval for the removal of trees and ARC responded that this does not require prior approval. Residents may plant any native plants, shrubs or trees without prior approval from the ARC.

- VI. Website: Advertisements are being accepted. An enhanced map will be added to the website that shows each lot and a pic of the home.
- VII. Newsletter: Austin Lewis is preparing a newsletter for publication in the near future.
- VIII. Facebook page: The Belews Landing Facebook page has been developed and is available for viewing and the posting of comments and photos.
- IX. Old Business
 - a. Rush: Board requested ARC to review and determine if any ARC violations exist and if not send a letter stating so.
 - b. Pool CPO: The HOA needs to find adequate coverage by a certified CPO.
 - c. D & O insurance: The insurance policy was declined due to the potential for a claim or an issue with the Duke Lease. Bonnie will begin application process with two other insurance companies.
 - d. Square footage amendment: Discussion ensued surround the question of making the increases applicable to developers and builders properties and not applicable to lots owned by individuals. The Estates and Sailing Point areas have different specifications due to separate phase amendments. One house in Windward does not meet current square foot requirements by 46 square feet. One house in Crow's Nest does not meet current square foot requirements by 258 square feet. The Board will present an amendment to increase the square feet requirements for Windward and Crow's Nest homes to be voted on at the annual meeting on, Tuesday, June 11, 2013.
 - e. Landscaping report: Summerfield Nursery, owned by Brian Haines, signed a one-year contract beginning March 1, 2013. He provided an estimate for the paths and another for mulch in Crow's Nest where there are currently pine needles. A suggestion was made to contact Rockingham County to be sure that the plan to bush-hog the septic fields regularly will meet their health and safety requirements for septic fields. Steve signed the contract at the meeting. We will ask the landscaper to address one section in Topside. Penny will obtain a quote for this section after Austin and Mike meet with Sue Congelosi and the landscaper.
 - f. Department of Transportation (DOT) takeover: Brian Stanley is seeking quotes for Windward Roads for improvements needed before the DOT takeover. Mike is having stone abutments surveyed to determine if they are in the right-of-way. Mike has spoken to the company that installed the mailboxes and was told that everything meets USPS requirements. One homeowner (Windward) has agreed to repair their driveway to meet DOT requirements. Another homeowner will be asked to remake some beds. Mike is working on obtaining encroachment agreements from utilities. Dave Keeney suggested the Board compare the two reports, current and previous (see August of 2011 DOT report) to see what the discrepancies are between the two reports.

- g. Duke Lease: This lease will renew in April. While Dale Brooks wants the Board to sign a new one, Steve will talk to Dale about other options for structuring the lease. The suggestion was made to have two HOA's, one with 2005 Covenants, Conditions and Restrictions (CC& R's), and one with the 2010 CC & R's.

IX. New Business

- a. Gate sensor repair: The gate company suggests we wait until road repairs are done before installing new sensor.
- b. Bonnie made motion to pay the gate repair bill. Seconded and passed.
- c. Audit: There are no requirements in the Bylaws for an audit. The Board decided not to do request an audit at this time.
- d. Inactive house construction: (see Section V.).
- e. Document Storage: Bonnie made a motion to purchase two-drawer fireproof metal file cabinet for electronic and hard copy storage. The motion was seconded and passed.
- f. Steve made a motion to seek the services of an outside attorney. The motion was seconded and passed.

The next meeting of the Belews Landing HOA Board of Directors will be on

Monday, March 18, 2013

at 6:00 p.m.

at the Clubhouse.