

Meeting Minutes

REVISED 05/30/07

GREENSPRINGS WEST OWNERS' ASSOCIATION, INC.

Advisory Committee Meeting

Monday April 09, 2007

Greensprings West Community Clubhouse

I. CALL TO ORDER

The meeting was called to order at 6:45 PM. Present were Forrest Bassett, Tim Crowder, Fran Dragone, Tom Gainey, Jim Kalemba, Tony Licata, Carl Pautlitz, and Cindy Renault.

II. HOMEOWNER FORUM

Patrick Page was present to provide the swim team report.

III. REVIEW & APPROVE MINUTES

The March 12, 2007 minutes were approved as submitted.

IV. COMMITTEE REPORTS

Architectural Review Committee

1. Cindy Renault modified the Application for Architectural Change to include space for adjacent property owner's name as an acknowledgement that they are aware of this application. Cindy needs to modify this draft version to also include a line for adjacent property owners' signatures. If this change is acceptable to the Advisory Committee, the modified application will be submitted to developer for approval. **(ACTION: CINDY RENAULT)**
2. The ARC received an application for an in ground pool. Based on the current regulations, this request will be denied. The homeowner will be made aware of the fact that a policy for swimming pools will be developed over the next 90 days and that they can reapply once this policy is approved by the developer.
3. ARC has been tasked to develop a policy to address pools (above ground and in ground), hot tubs, and whirlpools. They will target having a draft available by the May 14th Advisory Council meeting. **(ACTION: FORREST BASSETT)** Cindy and Carl will see if they can find any samples of pool policies from other HOA. **(ACTION: CINDY RENAULT & CARL PAUTLITZ)**

Social Committee

There was no report from the Social Committee. The Social Committee did provide Cindy Renault a package of receipts for expenses incurred for the Mardi gras. (These receipts are to justify the \$800 advance payment provided to the Social Committee for this function.)

Website Update - Jon Jaruseski

Cindy Renault reported that Jon Jaruseski received an email from an owner asking if they could list items for sale on GOA web site. The current informal policy for the web site is that no revenue generating items are placed on the site. The Advisory Committee needs to start working on a web site policy. **(ACTION: TBD)**

Swim Team – Patrick Page

Patrick provided the following report:

1. Practice times and meet schedule to be finalized this week and provided to Cindy & Jon.
2. Patrick met with Greensprings Plantation Pool Committee to discuss the use of their pool. They will present the request at the Greensprings Plantation HOA May meeting.
3. The team registration meeting will be conducted in late April/early May timeframe.
4. Either 2 or 3 assistant coaches will be used for the upcoming season.
5. The team will be purchasing a simple PA system for use during the meets.
6. The residents from Monticello Woods who requested to participate on the team this year have not been formally contacted. One family did call Cindy Renault for information.
7. The swim team would like to have more lights around the pool since some of the meets last into the early evening. There are some outlet boxes near the pool. Tim & Cindy to investigate these boxes to determine if portable lights can be used. **(ACTION: CINDY RENAULT & TIM CROWDER)**

V. UNFINISHED BUSINESS & REVIEW OF ACTION ITEMS

1. Neighborhood Watch

- a. An email notice from the Neighborhood Watch has recently been sent indicating nothing to report this month. This was a good test of the distribution list. All Advisory Committee members received the email.
- b. Neighborhood Watch still needs a new coordinator. Jon to put a request for volunteer on the web site. **(ACTION: JON JARUSESKI)**
- c. Tim to provide information for the web site on how the Neighborhood Watch works. **(ACTION: TIM CROWDER)**

2. Doggie Station

The new doggie station will be installed after the new sidewalk has been completed.

3. Picnic Table

Since the price of shipment for the initial table was very high, Cindy Renault identified a less expensive alternative. The committee approved the alternative and Cindy will be ordering an 8' table. **(ACTION: CINDY RENAULT)**

4. Umbrella Stands

- a. Since Lowe's has less expensive stands, Cindy will purchase 2 stands (either black or white) from that store.
- b. An order for 5 umbrellas will be placed by Cindy.
- c. Cindy will also look into purchasing a small table for sign-ins. **(ACTION: CINDY RENAULT)**

5. Clubhouse Fountain

Cindy was unable to find a suitable fountain at a local store. She did some research on line and presented a few alternatives to the Committee. All committee members were tasked with looking for possible fountains at local stores they visit. The fountain should be no more that \$400. **(ACTION: ALL ADVISORY COMMITTEE MEMBERS)**

5. Sign Repair & Painting

- a. Cindy Renault issued a contract to a company to perform maintenance on all signs throughout the neighborhood that need fixing. The cost is \$3488. Anything the contractor finds that was not included in the initial contract will be brought to the Advisory Committee's attention.
- b. The developer is looking at using composite material for sign posts in the new sections. As signs in the older sections fail, the new composite posts would be used as replacements.

6. Community Sign

Forrest Bassett will look into options for temporary signs to be placed at the entrance.
(ACTION: FORREST BASSETT)

VI. NEW BUSINESS

1. Common Trash Collection

Cindy Renault spoke with one company, Bay, about contracting to pick up trash from the entire neighborhood. Cindy requested a discount and for each family to be billed individually. Bay would offer a discount (\$15.25/mo estimate) but not issue separate bills for each residence. Cindy reviewed the governing documents and found some clauses by which we could impose a common trash collector without a vote being required. This issue needs further investigation.

2. Amendment for Capital Contributions on Re-sales

Cindy Renault made a recommendation to the developer that the governing documents be updated to require a capital contribution equal to 4 months of the current monthly assessment for all re-sales. The developer will consider the recommendation.

3. Community Newsletter

Cindy Renault plans on issuing a community newsletter in May. She would like to include articles from the following committees: ARC, Pool Committee, Garden Club, Social Committee, & Neighborhood Watch. An article about the recent cleanup of Kudzu will also be included in the newsletter.

4. Sidewalk

Cindy to determine if the new sidewalk will include a path to the street at the corner of Longview Landing and Manor Gate Rd. **(ACTION: CINDY RENAULT)**

VII. COMMITTEE CONCERNS

1. Resident Complaint

The property owner at 4021 Colonial Crescent is complaining about brush that is on golf course property but behind his house. Since the debris is on golf course property, there is no action the Advisory Committee can take at this time.

VIII. ADJOURN

The meeting was adjourned at 8:45 PM.

ACTION ITEM SUMMARY

Revision: 04/09/2007
REVISED 05/30/07

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
001	03/12/07	Cindy Renault	Modify the ARC application to require signatures from adjacent property owners acknowledging they have been made aware of the application and proposed modifications.	04/09 – Modifications have been made.	CLOSED
002	03/12/07	Jon Jaruseski	Post swim team meet and practice schedule on GSW web site.		OPEN
003	03/12/07	Patrick Page	Provide Cindy Renault with a list of repairs and problems that must be addressed prior to the start of the swim team.	04/09 – List has been provided to Cindy.	CLOSED
004	03/12/07	Forrest Bassett	Validate Neighborhood Watch email distribution list for notifications along with the notification process (when, who, etc).	04/09 – A Neighborhood Watch email was sent and it was received by all Advisory Committee members.	CLOSED
005	03/12/07	Carl Pautlitz & Jon Jaruseski	Install new doggie station along the new sidewalk in the vicinity of the playground.		OPEN
006	03/12/07	Cindy Renault	Determine if picnic table can be shipped to a freight terminal.	04/09 – Yes but this will not reduce the shipping charges.	CLOSED
007	03/12/07	Cindy Renault	Investigate type of sign used for Mardi Gras to determine if we can use something similar for all upcoming activities.	04/09 – Forrest Bassett to provide more viable options.	CLOSED
008	04/09/07	Cindy Renault	Submit the modified Application for Architectural Change to developer for approval.		NEW
009	04/09/07	Forrest Bassett	Develop an ARC policy to address pools (above ground and in ground), hot tubs, and whirlpools.		NEW

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
010	04/09/07	Cindy Renault & Carl Pautlitz	Provide the ARC with samples of pool policies from other HOA. (if available)		NEW
011	04/09/07	TBD	Develop a GOA web site policy.		NEW
012	04/09/07	Tim Crowder	Determine if the electrical boxes near the pool can be fitted with outlets that can be installed for portable lights.		NEW
013	04/09/07	Jon Jaruseski	Place an ad on the web site that a Neighborhood Watch coordinator is needed.		NEW
014	04/09/07	Forrest Bassett	Provide information for the web site on how the Neighborhood Watch works.		NEW
015	04/09/07	Cindy Renault	Order 8' picnic table for tot play area.		NEW
016	04/09/07	Cindy Renault	Purchase and/or place order for 2 umbrella stands, 5 umbrellas and 1 small table.		NEW
017	04/09/07	All Committee Members	Look for fountain options.		NEW
018	04/09/07	Forrest Bassett	Investigate options for temporary signs to be placed at the entrance.		NEW
019	04/09/07	Cindy Renault	Determine if the new sidewalk will include a path to the street at the corner of Longview Landing and Manor Gate Rd		NEW