

GREENSPRINGS WEST OWNERS' ASSOCIATION, INC.
Board of Directors
Meeting Minutes for September 26, 2011

A regular meeting of the Board of Directors of Greensprings West Owners' Association, Inc. was held on Monday, September 26, 2011. The meeting was held at the Association's Clubhouse, 3200 Manor Gate Drive, Williamsburg, Virginia 23188.

I. ESTABLISH A QUORUM

The following Board Members were present: Jon Jaruseski, Jim Kalemba, and Larry Golub. David Drexler, Association Manager with United Property Associates, was also present.

II. Call to Order

Jon Jaruseski called the Board Meeting to order at 6:45 PM.

III. HOMEOWNER FORUM

The following topics were raised by homeowners:

1. The neighborhood is looking good with regards to landscaping care.
2. Plans to fix the ruts along Longview Landing (Dave has hired a contractor to fix.)
3. Requested status on collapsed pipe at intersection of Longview Landing and Windsor Ridge South.
4. Hurricane Irene debris pickup (Second round of pickups from JCC for debris is planned but no date has been announced.)
5. Weeds in common area off Torrington Trail need to be addressed.
6. Dead shrubs at Torrington Trail entrance need to be removed/replaced.
7. Request for a fall garage sale.
8. Install some form of announcement sign at the entrances.
9. Truck always parked in clubhouse parking lot.
10. Need to contact Waste Management to pick up trash bins in clubhouse parking lot.

IV. REVIEW & APPROVE MINUTES

Larry Golub motioned to approve the July Board Meeting minutes (date July 25, 2011), second by Jon Jaruseski. Motion passed unanimously.

V. Treasury Report

Treasurer's assessment of the August financial report was provided by Larry Golub. The following items were discussed:

- How should Board pay for Hurricane Irene cleanup?
 - Insufficient funds to cover the expense from the reserve fund.
- Larry Golub motioned to borrow cash from the replacement reserves for exact amount of \$12,000 to pay for tree cleanup work, second by Jon Jaruseski. Motion passed unanimously.
- The next 2012 budget review meeting is scheduled for 10/4/2011 12:15 PM at the clubhouse.

VI. Manager's Report

The Board discussed the contents of the Manager's Report. No decisions were required to be made as a result of this review. Key points of discussion included:

1. The developer is still working on getting the fountain fixed.

VII. COMMITTEE REPORTS

1. Architectural Review Committee (ARC)

- a. ARC recommended a modification to the ARC form to send a certified letter to the homeowner if a request is denied.
- b. Larry Golub motioned to approve the ARC form modification, second by Jon Jaruseski. Motion passed unanimously.

2. Social Committee

- a. Wine Festival is still planned; however, the Social Committee is looking for help in running the event.
- b. Visit by Santa Claus is planned for early December.

3. Swim Team

- a. Brief summary of the past season was provided.
- b. Planning for the 2012 season will start in January.
- c. Linda Johnson/Robin Doggett will represent the swim team at future Board meetings.
- d. Pool lift requirements are still under investigation by the swim team and swim league.
- e. Swim team has requested that a 16' x 20' cement pad be included in the swim deck expansion plans for a pool team storage shed. This request has been taken under advisement.
- f. Swim team is not interested in selling old pool chairs and tables as a fund raiser.

4. Neighborhood Watch

- a. No report was provided to the Board this month.

5. Neighborhood Connections

- a. No report was provided to the Board this month.

VIII. UNFINISHED BUSINESS

The first 4 topics in Unfinished Business are the Capital Improvement Planning Activities for 2011/2012 fiscal year and will be discussed on a monthly basis until completed.

1. Clubhouse Floor Replacement

- a. No bids were received based on the simplified RFQ.
- b. David to follow-up with initial contractors. **ACTION-DAVID**

2. New Front Entrance on Manor Gate

- a. First quote received was for \$35,700.
- b. David to send out RFQ for additional bids. **ACTION-DAVID**
- c. This topic will be added to the agenda for the annual meeting.

3. Fix Slope Behind Pool House

- a. The Board has hired a consultant to review the 3 proposals.
- b. David to provide proposals to Board and the consultant for review before a meeting is conducted with the contractors. **ACTION-DAVID**
- c. David to generate a contract that can be formally signed by Board and consulting firm authorizing a not to exceed amount of \$500 for initial reviews. **ACTION-DAVID**

4. Expanding Pool Deck With Covered Area

- a. Based on an estimate of the work that will need to be performed, the total cost for the project would be in the range of \$25K.
- b. Estimate for fencing to be rebid due to error in the information provided to the contractor. **ACTION-DAVID**

5. Rental Addendum

- a. Larry Golub motioned to approve the resolution to Rule 4 of the Initial Rules and Regulations for leasing of units within GSW. The motion was second by Jon Jaruseski. Motion passed unanimously.
- b. The resolution will be sent to homeowners prior to the effectivity date of Nov. 01, 2011.

6. Relocation of Clubhouse Trash Bins

- a. Jim Kalemba motioned to hire A-Rent-A-Hubby to construct an enclosure for garbage bins for \$680. The motion was second by Larry Golub. Motion passed unanimously.
- b. Although not specified in the A-Rent-A-Hubby estimate, the Board approved the estimate under the assumption that the height of the enclosure is 6 feet.

IX. NEW BUSINESS

1. Fall Yard Sale

- a. Larry Golub motioned to approve the holding of a onetime fall yard sale, second by Jon Jaruseski. Motion passed unanimously.

2. Assessment of Common Area Irrigation Systems
 - a. Board discussed the assessment from Knight-Scapes on the condition of the existing irrigation system.
 - b. Board decided to hold off on making any system repairs until the Spring except for the following:
 - i. Replacement of various controller batteries that are no longer operational.
 - ii. Fix or replace the inoperable rain sensor.
 - c. David to contact Knight-Scapes to take the actions listed above. **ACTION-DAVID**
3. Knight-Scapes Irrigation Maintenance Agreement
 - a. Jon Jaruseski motioned to approve signing the 2011 Irrigation Maintenance Agreement with knight-Scapes for \$1,100. The motion was second by Jim Kalemba. Motion passed unanimously.
4. Playground Mulch
 - a. Larry Golub motioned to approve the proposal from Signature Mulch for \$1,833.45 to provide certified playground mulch. The motion was second by Jon Jaruseski. Motion passed unanimously Playground Mulch.

X. ADJOURN

Larry Golub motioned to adjourn the September 26, 2011, regular meeting of the Board of Directors at 8:30 PM; seconded by Jon Jaruseski. Motion passed unanimously.

The next regular meeting of the Greensprings West Owners' Association, Inc.'s Board of Directors is currently scheduled to take place on October 24, 2011, and will be held at the Greensprings West Clubhouse, 3200 Manor Gate Drive, Williamsburg, Virginia 23188

Prepared By: _____

James Kalemba – Secretary

Date Approved: _____