

## Meeting Minutes

### GREENSPRINGS WEST OWNERS' ASSOCIATION, INC.

#### Advisory Committee Meeting

Monday September 28, 2009

#### I. CALL TO ORDER

The meeting was called to order at 6:45 PM. Present were David Drexler (property manager), Tony Licata (chairman), Jim Kalemba (secretary), Cathy Richardson, Jon Jaruseski, Jane Lisagor, Carl Pautlitz

#### II. HOMEOWNER FORUM

Although there were several homeowners present at the meeting, there were no topics that were brought up to be discussed. The following homeowners were present:

- Jim and Pamela Denyes
- Michael Spaetzel
- Pamela (?)

#### III. REVIEW & APPROVE MINUTES

The minutes for July 2009 and August 2009 were approved as submitted.

#### IV. COMMITTEE REPORTS

##### **Architectural Review Committee (Carl Pautlitz)**

- New application received at this Advisory Committee meeting. It will be discussed further at the October Advisory Committee meeting.
- The previously submitted application for operating an accounting business in a house occupied by renters has been closed with no action required. The renters have vacated the premises.

##### **Social Committee**

- Upcoming events:
  - Movie night in October
  - Wine/Cheese in November
  - Santa Claus in December
- After the Advisory Committee requested additional financial information, David received a more detailed financial report from the social committee.

##### **Website (Jon Jaruseski)**

- Continued to post minutes to web site but need someone to separate a single PDF containing multiple reports into individual months. David to see if someone from his office can assist with this task.
- Clubhouse and swimming pool regulations have been updated.
- Pamela has volunteered to help with web site maintenance once John steps down from this position.

### **Swim Team (Patrick Page)**

- No report this month.

### **Neighborhood Watch**

- No report this month.
- Based on lack of involvement, the advisory Committee will start soliciting for a new neighborhood watch lead.
- Jane Lisagor to get packet from Tina.
- Pamela expressed interest in the position but needs more information before she can make a decision.
- Tony to provide Pamela with packet to assist her with her decision.
- Pamela to provide a decision within a month.

### **HOA Transition Team (Tony Licata, Joe Webb, Bev Baker, David Drexler)**

- Meeting this month; walked the grounds for landscaping deficiencies. Tony compiling list of deficiencies.
- Walked the storm water drains with Virginia Lake Management (consultant hired by Transition Team). Inspected lakes for proper design. Report from consultant is to be provided by Friday, October 2.
- Another team meeting is scheduled for Wednesday, September 30.
- Plan to conduct an informational meeting in middle of October for all homeowners. No firm date has been selected.

## **V. UNFINISHED BUSINESS / ACTION ITEMS**

### **1. Budget**

- Reviewed the key updates that David made to the budget after the committee met last month to review the initial draft version.
  - Reserve - Capital Improvement line item was added to budget. This line item will cover improvements being planned (such as modifications to pool area and changes to first entrance).
  - Increased monthly fee by \$2
- Advisory Committee voted and approved the budget as amended by David.
- David to submit budget to John Lowenhaupt for final approval.

### **2. Managers Report**

- a. Reviewed activity from past month.
- b. 27 accounts are delinquent for assessments
- c. Replacement window is still on order.
- d. Pool house maintenance – continuing to wait for repairs in ladies room.
- e. Sprinkler upgrade (adding 2 inch main line, new wiring) to be finished by Friday, October 2.
- f. Flag project being done by the same contractor upgrading the irrigation system.

### **3. Finances**

- a. Aug financials – no comments from Committee.

## **VI. NEW BUSINESS**

1. Two club house AC units failed. David to research and put out for bid to replace all 4 units. This expense will be covered by funds in the Reserve Replacement Account.

2. The drainage issue with the slope behind the pool house needs to be addressed. Installing a brick wall will cost \$18,000. This amount seems high to the Committee. Looking for alternative solutions and contractors.
3. Carl and Jon recommended the purchase of a portable fire pit for the patio outside of clubhouse. The cost for this item will be under \$300. David to check with insurance to see if there are any issues with this item.
4. Sink holes in common area between 4036 and 4038 Thorngate Drive – David to contact James City Service Authority (JCSA) to have them correct this issue.

**VII. ADJOURN**

The meeting was adjourned at 8:15 PM.