

Stoney Glen South Association Board Monthly Meeting Minutes

P.O. Box 2356
Chester, VA 23831
Web: www.stoneyglensouth.org

MEETING CALLED BY: SGS Association Board President
TYPE OF MEETING: Monthly Meeting
DATE: Monday, September 4, 2014
TIME: 7:30 PM
LOCATION: 4925 Tooley Dr
Chester, VA 23831

List of Attendees:

Dwight Durmon, President
Wayne Wright, Vice President; Chair, Community Relations
Edna Willis, Recording Secretary
Tom Tracy, Correspondence Secretary
Michael Forinash, Treasurer
John Racer, Chair, ARB; Director-at-Large
Ed Hooker, Neighborhood Watch Committee
Brian Leavitt

I. MEETING CALLED TO ORDER

Dwight Durmon

In the absence of the President, the meeting was called to order by the Vice President, Wayne Wright at 7:40 p.m.

II. MEETING MINUTES

All

Prior to discussion on August minutes, a vote was necessary to approve the July minutes - John Racer made a motion to approve July minutes. Motion was seconded by Mike Forinash.

A copy of the August meeting minutes was distributed to each board member via e-mail, September 3rd. John Racer made a motion to approve August minutes as distributed. Mike Forinash seconded the motion.

III. OLD BUSINESS / COMMITTEE AND REPRESENTATIVE REPORTS

A. Treasury Reports and Updates

Mike Forinash

- Asked Tawanda to send profit and loss statement, however had not received at the time of the meeting; will push for statement for next month. However, can show what has come in and the majority came from collections
- Balance sheet - checking account is getting low, will move money from money market into the checking account
- Regarding credit balances – historically small credits were issued with the next billing cycle by reducing assessment amount due
- Need to get Wayne Wright as backup for signing checks; need to get to Tawanda next month.
- Will have budget actuals next month
- Tom Tracy asked the following:
 - Which collection report is used for the legal process? Response – Collection report is sent out with next due out.

- What do the legal fees listed represent? Response – includes late, legal and court fees. Tom stated - should break out otherwise, seems like a large amount
- Wonders if it was worth paying legal fees. Are we really collecting funds? Dwight Durmon said it should be broken out. Tawanda should be able to give a breakout
- Mike Forinash will check with Tawanda, Wayne Wright will check if he can't
- Mike Forinash asked how often do we go to court. Response, not often.

B. Community Relations

Wayne Wright

- National Night Out:
 - Over 100 families attended the National Night Out. Sent all board members a lessons learned document via e-mail
 - Closed out the bill with Tawanda, \$1,009.71
 - Last thing to do is complete survey
- John Racer stated - need to include a list of delinquent residents to the lessons learned document if not already included to ensure no one on that list receives a prize

B. Architectural Review Board (ARB)

John Racer

One application approved and waiting on one application from Alan Cunningham. Two disclosures asked for and sent back to Tawanda. Dwight Durmon said a letter of good standing goes in closing. Tawanda sends out letter, someone goes to inspect.

C. Correspondence

Tom Tracy

- All newsletters went out
- Tom Tracy moving to Germany end of month, need a replacement for this position
- Wayne Wright stated we will discuss when we get to new business

D. Neighborhood Watch/Block Captains

Ed Hooker

- All newsletters went out, distribution of newsletters will be better next time
- All block captain slots are filled. Everyone was sent an e-mail asking if they were still willing to work as a block captain. Dwight Durmon asked when newsletters went out, response started distributed within two days after contacting block captains. Wayne Wright asked how often the newsletter is published. Response – At least twice a year.
- Wayne Wright asked who should put minutes on website – response – Karen Carps works on the website, check with her (kbcarps@gmail.com). Her website is www.guppyfish@web.com. Dwight Durmon has been maintaining website, however, if Karen Carps maintains, there will be a yearly maintenance fee.

E. Maintenance

Edward Burgos

Edward Burgos was not in attendance

F. Landscaping

Judy Cunningham

Judy Cunningham was not in attendance

Wayne Wright stated he saw a Yard of Month sign posted at a residence home across from his house. John Racer said the Cunningham were out of town, Tom Tracy responded they are back.

IV. NEW BUSINESS

A. Two board positions:

1. Last meeting for Dwight Durmon, moving out of subdivision - resigned as President, effective September 4, 2014
 - Everyone should have received 2 e-mails for the drop box
 - Wayne Wright asked what is in the drop box. Dwight Durmon responded personal files regarding Stoney Glen South
 - Stoney Glen South Website contains minutes and agenda
 - Old board documents – Need to transition, scan what we want to keep and destroy remaining documents
 - Board voted to accept Dwight Durmon's resignation. John Racer made motion to accept resignation, Tom Tracy seconded. All board members concurred.
 - John Racer made motion for Wayne Wright (Vice President) to serve as Interim President until next annual meeting. Tom Tracy seconded the motion. All board members agreed.
 - Interim President Wayne Wright thanked Dwight Durmon for his efforts and asked to get with him in the next couple weeks to go over some items.
 - Need to sign legal documents

B. Tom Tracy informed the board that he was moving overseas at the end of September and that this would be his last meeting and would no longer be serving on the board as Correspondence Secretary.

- Wayne Wright stated we need to elect someone to fill this position until the annual meeting.
- Edna Willis asked for explanation of Correspondence Secretary duties; she offered to perform the duties of this position until the next annual meeting, however, it was suggested that a notice be placed on next door to see if anyone is interested.

C. Mike Forinash asked since two members are going off the board, what is the required quorum? John Racer responded, four, which we will continue to have. However, Wayne Wright stated the board should always consist of an odd number.

D. ARB -

- John Racer stated he received a complaint and he doesn't have time to review all complaints.
- He was going to look into hiring someone part time to assist with ARB investigations.
- Ed Hooker suggested that he go to the block captains and see if anyone is willing to assist.

E. Maintenance -

- Tom Tracy stated nails on the playground main gate are sticking out. Both sides of the fence have boards down. Wayne Wright will look at it.
- Couple sprinkler heads are watering the street at the entrance.

F. Correspondence Secretary - Place position notices on Next Door site stating several board positions (Vice President and Correspondence Secretary) are available- anyone interested should come to the next board meeting in October. Need to get as much word out as possible.

G. At next meeting, approve minutes (has to be in meeting minutes) and then go to the state commission.

V. NEXT THREE MEETINGS

- A.** 1st Thursday, **October 2, 2014**, 7:30 p.m., 4813 Glen Morgan Ct
- B.** 1st Thursday, **November 6, 2014**, 7:30 p.m., 14113 Beachmere Drive

VI. ADJOURN MEETING

Wayne Wright

There is no further business:
Motion to adjourn: John Racer
Seconded: Michael Forinash
Meeting was adjourned at 8:42

Edna Willis

Board Recording Secretary

September 4, 2014

Date