

**SGS Association Board Meeting
September 21, 2009**

The Board Meeting of the SGS Association, Inc. was called to order September 21, 2009 at 7:10 P.M. Board members in attendance are as follows: Kathleen Alexander, President, Lynn Wilkins, Vice President, Al Cunningham, Treasurer, Wanda Kirk, Recording Secretary and Tom Rylander, Corresponding Secretary. Committee chairpersons attending are: Judy Cunningham, Wanda Kirk and Pat Wilkins. Administrative Clerk, Kathy Epps, is also in attendance.

The minutes of the August 24, 2009 meeting were accepted as presented.

Treasurer's Report is as follows. Year-to-date income is \$54,348.23, of which \$3,756.89 is in accounts receivable from homeowners who have not paid their assessments. This leaves \$50,591.34 cash received with total expenses to date of \$23,846.66. The bills for the renovation of the playground and development entrances have not been received to date. Don Anderson and Associates completed the 2008 tax return and Compilation on September 14. Motion made and carried to put the 2008 Compilation on the website. A motion was also made and carried to allow an expenditure of \$500 for assistance from Don Anderson to insure that the SGS QuickBooks accounts are properly established and transactions are being entered to facilitate the development of necessary reports.

OLD BUSINESS

The revised disclosure packet and checklist will be ready by the November meeting.

Motion made and carried to allow the Ryan Homes representative to copy the common documents in the disclosure packet so they can be made available to buyers at the time a contract is signed. The property specific documents will still be prepared and provided prior to closing.

NEW BUSINESS

Two more memoranda of liens on resident properties have been signed and returned to the SGS attorney. This makes 11 properties within the development on which the Association has a lien to insure recovery of unpaid assessments.

A letter has been drafted to a homeowner regarding multiple covenant violations.

COMMITTEE REPORTS

ARB Committee--Al Cunningham

A draft of violation letters for warning, as well as known offenses, will be ready by the October 12 Board meeting.

ARB application packages will be ready for posting on the website by the end of the year.

The formalized complaint process will also be posted on the website as soon as it is completed.

Landscape Committee-Judy Cunningham

Three yellow mums were purchased for each entrance at a total cost of \$62.25. In mid to late October, the fall planting will be completed with the addition of pansies at each entrance.

Six letters were mailed concerning lawn maintenance problems. Fines will begin to accrue in October for those who fail to take action. The Landscape Chairperson is keeping a list of residents who have been sent violation letters and of their response, i.e., when the violation is corrected.

Village Landscaping and Irrigation has completed work on the playground area. Top soil was added and reseeding was done in addition to adding wood chips and improving drainage in the play area. Wood chips were also placed in the entrance walkway.

The addition of more topsoil and reseeding is underway along the fenced areas on Branders Bridge Road, Tooley Drive, and Baltustrol Drive.

Community Relations Committee-Pat Wilkins

The date of October 17, 2009, from 8 AM to 12 noon, was decided for the fall yard sale. Signs will be placed at the entrances of the development and flyers will be handed out to residents.

Neighborhood Watch-Joy Axe

The Neighborhood Watch signs are in place at both entrances and at the playground.

Website Committee-Kathleen Alexander

Additional documents will be uploaded to the website. Pictures of the Yard of the Month for 2009 will also be on the website.

Maintenance Committee

Kathleen Alexander reported for the Maintenance Committee.

It has been noticed that some of the playground equipment needs new parts. The equipment manufacturer will be contacted to secure the needed items.

Dominion Virginia work order (#4140333) has been submitted to repair the street lights at the Baltustrol entrance and at the end of Medinah Place.

The water meter at the Baltustrol entrance needs to be relocated and SGS may be required to pay for the relocation. Al Cunningham will follow up.

Bylaws Committee-Barbara Bankowski

Barbara is an ESL teacher and is working on Monday and Tuesday nights. She will not be able to attend the Board meetings held on Mondays. Wanda Kirk will set up the Bylaws Committee meeting. It was decided at this Board meeting, that the Board members should be on the Bylaws Committee.

Dates for following Board Meetings are as follows:

October 12, 2009	14337 Woodleigh Drive
November 9, 2009	14631 Glenmorgan Drive
December 7, 2009	14331 Woodleigh Drive
January 4, 2010	14115 Faraday Terrace

There being no further business to come before the Board and upon motion duly made and carried, the meeting was adjourned at 9:15 PM.

Respectfully submitted,

**Wanda L. Kirk
Recording Secretary**