



**SGS Association Board of Directors & Committee Chair Meeting Minutes
Monday, March 8, 2010, 7-9pm
14337 Woodleigh Dr**

Attendees:

	Attendance	Name	Function
Board	✓	Kathleen Alexander (KA)	President, Website
	✓	Alan Cunningham (AC)	Treasurer, Maintenance
		Wanda Kirk (WK)	Recording Secretary
	✓	Tom Rylander (TR)	Covenants Committee Chair, ARB
	✓	Lynn Wilkins (LW)	Vice President, Bylaws
		Dr. Milton Smith (MS)	Nominations Committee Chair
		Craig Shields (CS)	Corresponding Secretary
Committee Chairs		Vacant	Maintenance
		Joy Axe (JA)	Neighborhood Watch
	✓	Judy Cunningham (JC)	Landscaping
		Vacant	ARB
	✓	Patricia Wilkins (PW)	Community Relations
		Vivian Shields (VS)	Block Captains
Admin Support	✓	Kathy Epps (KE)	Administrative Clerk

Board Minutes (7-8pm):

Meeting called to order at 7:14pm.

Standing items:

- ✓ Approved meeting minutes from 2/8/10 & 2/23/10
- ✓ Reviewed Treasurer's Report
 - Collection of delinquent assessments
 - 39 homeowners outstanding for 2010 only
 - 7 homeowners outstanding for 2010 as well as prior years
 - YTD Profit/Loss Statement presented
 - Account balances
 - Money market account balance ~ \$38,000
 - Checking account balance ~ \$7000

- Note: Funds will be transferred from money market account to checking account as needed to pay bills

Old business:

- ✓ No new updates on property line issue near Baltustrol entrance

New business:

- ✓ Voted on Officers of the Board
 - Corresponding Secretary: Craig Shields
 - Covenants Committee Chair: Tom Rylander
 - Nominations Committee Chair: Dr. Milton Smith
 - Treasurer: Alan Cunningham
 - All others will remain in current positions
 - 2010 State Corporation Commission filing to be submitted by 3/31 (AC)
 - Updated Contact List to be distributed (KA)
- ✓ Established 2010 meeting dates & locations (KA to post to website)
 - 4/5/10, 7pm (Board), 8pm (Committees), 14115 Faraday Terr
 - 5/3/10, 7pm (Board), 8pm (Committees), 14115 Faraday Terr
 - 6/7/10, 7pm (Board), 8pm (Committees), 4607 Tooley Dr
 - 7/12/10, 7pm (Board), 8pm (Committees), 4607 Tooley Dr
 - 8/9/10, 7pm (Board), 8pm (Committees), 14631 Glenmorgan Dr
 - 9/13/10, 7pm (Board), 8pm (Committees), 14337 Woodleigh Dr
 - 10/4/10, 7pm (Board), 8pm (Committees), 14631 Glenmorgan Dr
 - 11/8/10, 7pm (Board), 8pm (Committees), 14337 Woodleigh D
 - 12/6/10, 7pm (Board), 8pm (Committees), 14331 Woodleigh D
 - 1/10/11, 7pm (Board), 8pm (Committees), 14631 Glenmorgan Dr
 - 2/7/11, 7pm (Board), 8pm (Committees), 4607 Tooley Dr
 - 2/22/11 (Annual Meeting) – Carver Middle School
- ✓ Approved repair of damaged fence & trees along Branders Bridge Rd (\$760.40)
- ✓ Newsletter to be drafted before next Board & Committee Chair meeting on 4/5 (TR)
- ✓ Financial matters
 - Approved payment for tax preparation completed by Don Anderson & Associates (\$700)
 - Approved purchase of 2 new 2010 versions of QuickBooks along with 2 self-help books (\$185 & \$75, respectively)
- ✓ Approved use of Stamps.com for postage
- ✓ Discussed purchase of 12 binders & dividers to house Association documentation – no approval required
- ✓ Discussed communication of Virginia State Police link (LW to follow up with attorneys)

Committee Chair Minutes (8-9pm):

- ✓ ARB
 - Old business:
 - ARB violation letters to be distributed (KA)

- ✓ Bylaws – No new updates (KA to add Community Standards to agenda for next meeting)
- ✓ Maintenance
 - New business:
 - Repair of street light on corner of Glenmorgan & Tooley Dr to be called in (KE to call it in)
 - Approval of installation of water & power to playground (\$5000 & \$4400, respectively) to be tabled until electrician costs can be estimated
 - Approval of installation of irrigation to playground (\$2000) to be tabled until above issue has been approved
- ✓ Landscaping
 - New business:
 - Approved Kenney's Landscaping to cut weeds once a month on inside of fence line at entrances to development & extension along Branders Bridge Rd toward Treely (\$185 per mowing)
 - Playground cleanup – 3/20 at 10am, rain date 3/27 (still need truck) (KA to add to website)
- ✓ Community Relations
 - Old business:
 - SGW is interested in participating in golf tournament
 - Next step: Pat to follow up with golf courses
 - New business:
 - Date needed for next yard sale
- ✓ Website
 - New business (KA to follow up):
 - Meeting minutes to be posted (January, February & annual meeting)
 - '09-'10 comparative budget to be posted
 - Counter to be added
 - Ryan Homes to be added to list of builders
 - Link to Virginia State Police to be added (pending feedback from LW)
 - Alert feature to be added
 - Improved ARB Application to be added
 - Post 2010 meeting dates & locations to calendar
- ✓ Block Captains – No new updates
- ✓ Neighborhood Watch – No new updates
- ✓ Upcoming meeting reminder

Meeting adjourned at 8:57pm.