

# Stoney Glen South Association Board Monthly Meeting Minutes

P.O. Box 2356  
Chester, VA 23831  
Web: [www.stoneyglensouth.org](http://www.stoneyglensouth.org)

**MEETING CALLED BY:** SGS Association Board President  
**TYPE OF MEETING:** Monthly Meeting  
**DATE:** Thursday, July 11, 2019  
**TIME:** 7:00pm  
**LOCATION:** 4907 Faraday Dr,  
Chester, VA 23831

Board of Directors (BOD) and Associated Officers  
President, John Racer  
Vice President, Deborah Lopez  
Chair, Community Relations, Angie Mancipe  
Treasurer, Michael Forinash  
Recording Secretary, Edna Willis  
Correspondence Secretary, Cicely Crooks  
Chair, Maintenance; Director-at-Large, Edward Burgos,  
Chair, ARB; Director-at-Large, Ed Hooker/ Letitia Edwards  
Chair Neighborhood Watch Committee, George Mancipe  
Chair, Landscape Committee, Jon Ward

## I. MEETING CALLED TO ORDER

**John Racer**

Meeting was called to order by the President, John Racer at 7:00 pm. Mike Forinash, Cicely Crooks, Angie Mancipe, George Mancipe, Letitia Edwards, Jon Ward, Kristi Ward, and Ed Burgos were present. Edna Willis was not in attendance. Ed Hooker arrived later.

## II. MEETING MINUTES

**All**

June monthly meeting minutes were distributed via email by Edna Willis. There were a few corrections identified. John Racer led the review of changes to be made to the minutes. John asked all board members to identify changes to the minutes and forward to Edna Willis to complete updates. John accepted the minutes as amended and made a motion to accept. Ed Burgos seconded the motion. May monthly minutes were approved pending the completion of corrections.

## III. COMMITTEE AND REPRESENTATIVE REPORTS

### A. Treasury Report and Update

**Michael Forinash**

Treasurer still had not moved money from checking to the money market account.

Profit and loss and balance sheet were presented and discussed. We collected \$2,500 for assessments as of July 11, 2019. President stated that in order to recoup the costs associated with fence repair and shed violation assessment on Beachmere he has involved the attorney.

Jon Ward asked what does Kenny Landscaping covers for \$1,361 each month. Ed Burgos stated that Kenny Landscaping does the pressure washing, planting of flowers, cutting the grass in front of Timsbury Point, etc. Jon Ward asked to see a copy of the contract for Kenny's Landscaping. Mike Forinash agreed to provide the contract to Board and Committee members prior to the next meeting.

**B. Community Relations**

**Angie Mancipe**

**Neighborhood Issues:** Angela Mancipe reached out to the police regarding speeding in the neighborhood. The police committed to being in the neighborhood at targeted times throughout the day. Angela is asking neighbors to check for an increase in police presence. Angela is also urging that residents get involved by contacting the police as well.

Proposal was presented for a community meeting between the board, the police and the neighborhood. If we have proof of the individuals that are causing the vandalism, an official warrant can be created and the police can issue an arrest if warranted. Angela is waiting to hear from the police to see when we can schedule a special meeting. We will work around their schedule and schedule a meeting in which the board, neighbors, and everyone can be involved to express their concerns.

Ed Burgos stated that the issues being presented on Dampier Court need to be addressed with the police. Ed Burgos stated that NextDoor should not be used to air personal issues online.

Kristi Ward proposed that a special meeting is pulled together outside of the petition in order for the neighbors to bring concerns to the board. Kristi Ward stated the communication needs to be improved. John Racer aligned to pulling together the special meeting once we can identify when the police are available to attend.

**National Night Out:** Angela presented the budget for National Night Out. Total cost is about \$1,000. John Racer made a motion that we accept costs for up to \$1,500. Cicely Crooks seconded the motion. The Cost for National Night Out was accepted and is not to exceed \$1,500. Ed Hooker asked if the budgeted costs included the costs of gift bags and handouts. In the past 3 gifts were given out. Those residents without violations could receive the gift. Angela Mancipe is requesting volunteers to assist with the event and started a sign-up sheet. John Racer stated that if we need additional help, he is ok with us paying to get the event staffed. Ed Burgos will get the list from Tawanda, the Association Accountant to see who has outstanding violations and dues to ensure that gifts are not being given to those with outstanding fees. Ed Hooker suggested that we require people to check in at the info table to ensure that only Stoney Glen South residents are participating.

**C. Architectural Review Board (ARB)**

**John Racer**

1 Application is still in progress, awaiting additional information to complete approval.  
9 new violations  
2 applications have been approved

Expect an increase in violations, there is a backlog. We expect to see the increase in July's minutes.

**D. Correspondence Secretary**

**Cicely Crooks**

Website: No new work was completed as results of the chain of command for password resets. The new members tab has been updated and new members are starting to fill out the form. Contact information will be used for Welcome baskets. Forum tab will be created over the

coming weeks to acknowledge concerns and to allow for those that would like to volunteer to sign up.

**Newsletter:** E-newsletter has been created. The newsletter will be updated within the next week and will be sent out within the next two weeks

Cicely Crooks will:

- 1) Create roles and responsibilities for board and committee positions and post on the website.
- 2) Add monthly meeting on NextDoor event calendar.
- 3) Identify alternatives to PayPal for website payments for membership dues

#### **E. Maintenance**

**Edward Burgos**

Work orders: Lights have been replaced, pot holes have been filled and playground repairs have been completed. Ed has placed on NextDoor to keep your children off of the playground if using for incorrect purposes. Playground parts come from overseas. Looking at options to have playground pulled out and replaced.

**Playground:** Angela Mancipe, Leticia Edwards and Ed Burgos completed a walkthrough of the playground, Saturday, June 22nd to identify problem areas. Wooded barriers need to be replaced as the wood is rotten. 11 mulch barriers are rotted. Leticia Edwards began to present on playground options. Angela Mancipe presented an option from BYO (Beyond your ordinary recreation). The invoice includes removal and replacement of current playset, replace the mulch and barrier and adding two new trash cans. Kenny's Landscaping will need to dump the new trash cans. Contract will need to be ratified. There is a warranty for the playset. Total turnkey system costs \$46, 180.93 with wood mulch. This price is good until July 19, 2019.

Kristi Ward brought up the idea to see if Choice or County trash would provide a trash can and have them dump the trash on a set frequency and for a discounted rate. She also asked if we have checked with the schools to see if we could get comparative pricing. Also, can we add lights?

John Racer revisited the invoice received for only replacing the wood barriers and mulch without the play set. He wanted to confirm that the invoice for \$3,700 is inclusive of all barriers and mulch.

Ed Hooker requested another quote by Wednesday, July 17, 2019. Ed Burgos stated that he will look for another quote. The board agreed that we will not push to have completed by NNO to ensure that we get the best quality.

In preparation for NNO, wasps have been sprayed, Kenny will power wash and trim the hollies in time for NNO.

#### **F. Neighborhood Watch/Block Captains**

**George Mancipe**

County's June newsletter and Crime report were pulled and posted to next door.

February- April an average of 9 calls per month, currently the average is 21 calls per month. Increase in calls, this is a step in the right direction.

Let's Get Connected Campaign: All 32 block captains were reached out to, George spoke to 16 of them. He asked them to return the list 2 weeks. 30 emails were received. George established that we need to seek out new volunteers to fill block captain roles.

Kristi Ward asked what is the role of the block captain and is it possible to put out roles and responsibilities for the block captains on the website. Block captains are a point of contact for issues on their block. Cicely Crooks will update roles and responsibilities and post on website and on the NextDoor app.

Ed Hooker suggested to get folks to sign up at National Night Out for block captain positions.

George Mancipe will post a help request on NextDoor.

**G. Landscaping**

**Vacant**

No Report

**IV. OLD BUSINESS:**

No Report

**V. NEW BUSINESS**

**DISCUSSION ITEM:** Meeting Location for August  
Where do we want to be for the month of August? 4907 Faraday Dr.

**DISCUSSION ITEM:** Jon Ward would like to become the landscape committee chair and the liaison between the HOA and Kenny's. Jon is now officially the landscape committee chairman.

Kristi Ward will post on NextDoor an update to the special meeting. She will compile list of issues to be addressed during the meeting with a proposal of the agenda to ensure that the meeting will be effective.

**VI. NEXT MEETING:**

2<sup>nd</sup> Thursday, August 8, 2019, 7:00pm, 4907 Faraday Drive, Chester, VA 23831  
2<sup>nd</sup> Thursday, September 12, 2019, 7:00pm, Carver Middle School Library

**VII. ADJOURN MEETING:**

**John Racer**

Meeting was adjourned at 9:07pm

Cicely Crooks for Edna Willis

**Board Recording Secretary**

July 11, 2019

**Date**