

# Stoney Glen South Association Board Meeting Agenda

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, August 8, 2019

**TIME:** 7:00pm

**LOCATION** Chester Library Room A

**Board of Directors (BOD) and Associated Officers**

President, John Racer

Vice President, Deborah Lopez

Treasurer, Michael Forinash

Recording Secretary, Edna Willis

Correspondence Secretary, Cicely Crooks

Chair, Maintenance; Director-at-Large, Edward Burgos

Director-at-Large, Vacant

Chair, Community Relations, Angela Mancipe

Chair, Landscape Committee, Jon Ward

Chair, ARB, Vacant

Chair Neighborhood Watch Committee, George Mancipe

## I. MEETING CALLED TO ORDER

**John Racer**

Meeting was called to order by the President, John Racer at 7:05 pm. Cicely Crooks, Angie Mancipe, George Mancipe, Jon Ward, Ed Burgos, and Debora Lopez were present. A few additional residents were present including Kim Tucker, Herman and Brenda Alexander, Tremaine Terry, and Ronal Walker of Dampier Ct. Edna Willis, Michael Forinash and Ed Hooker were not in attendance.

## II. Approval OF PRIOR MONTH'S MEETING MINUTES

**All**

June monthly meeting minutes were distributed via e-mail 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. There was no motion to accept the July minutes. John Racer requested that we approve the minutes once the changes were made via e-mail.

## III. COMMITTEE AND REPRESENTATIVE REPORTS

### A. Treasury Report and Update

**Michael Forinash**

Review of bank statement requested by Cicely Crooks and Angela Mancipe. John Racer wanted to get clarity with Mike Forinash on the process of making the bank statements public and will address. Mike Forinash was not in attendance at the meeting.

### B. Community Relations Update

**Angela Mancipe**

**Neighborhood Issues:** Angela Mancipe will confirm the community meeting with Police Department on September 11, 2019 with the neighborhood residents. This will be a non-HOA Sponsored event and be sponsored by the Stoney Glen South Community. The intent of the meeting will be to address police concerns within the neighborhood. The special meeting for HOA topics will occur at a later time. Angela will pull together the agenda. Kristi will confirm the location as Carver Middle School. No mailers will be sent out as this is not an HOA sponsored event. No HOA funds will be used to assist with this event. Advertisement will be taken care of by way of the Stoney Glen South residents.

**National Night Out (NNO):** Angela presented that National Night Out was a success. Cicely Crooks recognized Angela's hard work in preparation for National Night Out. NNO budget was \$1,500 which event was under budget at \$1,100.79.

**Welcome Kits:** Welcome kits were priced at \$35.96 for 12 sets. Welcome kits will be delivered to new neighbors of Stoney Glen South by the Community Relations Committee until Welcome Committee has been established.

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

**John Racer**

0 new applications

2 Applications are still in progress, awaiting additional information to complete approval

60 new violations

1 application has been approved

**D. Correspondence Secretary Update**

**Cicely Crooks**

We are gaining traction through the New Resident tab. Information is automatically being updated to the distribution list.

Getting responses from the website that may have been going to a dead e-mail in the past and forwarding to the respective committee chairpersons.

Website Correspondence Audit: Correspondence e-mail addresses were updated on the website. All e-mail addresses that require correspondence via the website has a @stoneyglensouth.org email address. E-mail was sent out on July 24<sup>th</sup> as to how to access this email. Everyone has the same password until password management process has been aligned to the following, currently, TBD:

Community Relations: <http://stoneyglensouth.org/community-relations/>, Links to [comrelations@stoneyglensouth.org](mailto:comrelations@stoneyglensouth.org)

Landscaping: <http://stoneyglensouth.org/landscaping/>. Links to [landscaping@stoneyglensouth.org](mailto:landscaping@stoneyglensouth.org)

Maintenance: <http://stoneyglensouth.org/maintenance/>, Links to [maintenance@stoneyglensouth.org](mailto:maintenance@stoneyglensouth.org)

Covenant: <http://stoneyglensouth.org/covenants/>. Links to [arb@stoneyglensouth.org](mailto:arb@stoneyglensouth.org)

This was done in order to ensure that the links on the CURRENT website worked. Feedback from residents were "Not sure how to get into contact with anyone when they wanted to volunteer". The links on the website now link directly to a committee chair.

**Newsletter Update:** Summer newsletters were delivered the week of July 28<sup>th</sup>; Intended to get out before August 3<sup>rd</sup>. Block captains, committee members and neighborhood volunteers distributed the newsletters as we have some vacant block captain positions.

Next printed newsletter will go out in November (quarterly). Ideally, the newsletter should be approved the 2<sup>nd</sup> week in the month, printed during the 3<sup>rd</sup> week and distributed during the 4<sup>th</sup> week of the month. Monthly newsletters would be sent out via electronically (e-mail and NextDoor).

Currently, have 90 e-mails in MailChimp, however, feedback received from those that use this option has been good. Looking for another opportunity to gather more e-mails for ease of information distribution.

**NextDoor:** Monthly meetings have been added to NextDoor for visibility purposes. I will continue to post advertisements and photos as needed; will monitor and direct comments, questions and concerns to the right committee or board member as needed.

**E. Maintenance Updates**

**Edward Burgos**

Ed wants to be able to receive pictures via the website on complaints. Ed wanted to clarify the roles and responsibilities for Landscaping and Maintenance. Ed stated that he would like for landscape to begin taking over the full position of the landscape. Jon Ward will fully take over maintenance of the landscape.

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

**George Mancipe**

The County's July newsletter and Crime report were pulled and posted to next door. 3 new block captains but lost 1 block captain on Beachmere Terrace. Tremaine Terry is now a new block captain in Timsbury Pointe. Block captain vacancies will be posted onto NextDoor.

**G. Landscaping Update**

**Jon Ward**

Yard of the Month will begin in the month of September. In the upcoming months, Yard of Month will take place April - September. The Holiday Light Contest will also begin during the month of December. Board members are unable to participate and win. John Racer made a motion to allow for additional funding for signs to be created for the Yard of the Month and the Holiday Light Contest. Cicely Crooks seconded the motion. The signs would cost \$180 each. The signs will be placed in the yard of the winning home. The use of the funds was approved.

**IV. OLD BUSINESS:**

***DISCUSSION ITEM: Playground***

John Racer made the motion to approve the 3<sup>rd</sup> option which includes no expansion of the current footprint. \$50,000 option (see attached for details); Cicely Crooks, seconded the motion. Ed Burgos was in agreement. Edna Willis (recording secretary) and Mike Forinash (treasurer) submitted an approval vote via email prior to the meeting. No additional board members were present.

***DISCUSSION ITEM: Playground trees***

Holly trees will not be removed and will be addressed at a later date.

**V. NEW BUSINESS**

Solar Park: There will be a Solar Park Community Meeting on August 20<sup>th</sup>.

Meeting Location

New doggy bag station: Would like to see the cost to create a nice area for the dog bag station? Approval can be made via e-mail (options, costs, and board members to respond).

Funds expenditure: Any and all funds that were not included in the budget that was created in December 2018 would need to be approved by the board. All funds above and beyond the budget will need to be approved.

Director at Large/ARB role: Vacant. Currently 3 people are interested; will be addressed at the next meeting.

Community Meeting: See notes in the Community Relations Committee notes above.

National Night Out: Great job to the Community Relations Committee.

**Residents Input and Concerns:**

Ronald Walker of Dampier Ct. has concerns about being given a violation about home not being power washed. John Racer responded that someone is being paid to look for violations. John stated that if you disagree with the violation, you can appeal the violation. At that point, John will come out and review and then the board will approve or deny the appeal. Ed asked if we could utilize the Block Captains to notify the residents prior to the letters being sent out. No final decision was made on this process.

Tremaine asked how the curbs are being addressed. Grass is in the cracks. They are public property and not the responsibility of the homeowner.

Kim Tucker wanted to know what Timsbury Pointe homeowners are getting for their homeowners association fees. Brenda Alexander asked if the owner would sell the land so that they Timsbury Pointe can have an entrance sign, water, lights, etc. John Racer stated that once we receive written permission, the HOA would look into running electricity and water to the entrance to allow for landscaping. Brenda wants the bushes to be cut back consistently.

Angela Mancipe will contact the vendor in order to price sign options for the entrance of Timsbury Pointe. Angela will bring sign options to next meeting. The intent is to have a 3<sup>rd</sup> Stoney Glen South entrance, removing the current Timsbury Pointe sign. The new entrance will mirror the current Stoney Glen South entrance at Tooley and Baltustrol inclusive of landscaping.

Jon Ward will contact Kenny to ensure that the bushes at the entrance of Timsbury Pointe are also getting trimmed.

**VI. NEXT MEETINGS:**

- 2<sup>nd</sup> Thursday, September 12, 2019, 7:00pm, Carver Middle Library
- 2<sup>nd</sup> Thursday, October 10, 2019, 7:00pm, Carver Middle Library
- 2<sup>nd</sup> Thursday, November 14, 2019, 7:00pm, Carver Middle Library

**VII. ADJOURN MEETING**

Meeting was adjourned at 8:55pm

Cicely Crooks for Edna Willis  
Board Recording Secretary

August 8, 2019  
Date