

**Mill Creek Homeowners Association  
Board Meeting  
Thursday, August 11, 2011**

**Summary Minutes**

**I. Meeting convened.** The meeting convened at 7:40 p.m. Present: Neal Grandy (President and Associate Treasurer), Brian Markot (Vice President and Treasurer), Addeane Caelleigh (Secretary and newsletter editor). Not attending: Maritza Saavedra (Member at Large and Architectural Review Committee) and Sue Voreis (Member at Large and Common Grounds and Architectural Review Committees).

**II. Minutes of the June Board meeting.** The minutes (which had been circulated, revised and posted on the website) were approved.

**III. Homeowner issues/comments/concerns**

- A. **Dog stations and Lake Reynovia homeowners.** A Mill Creek homeowner complained to the President about Lake Reynovia dog walkers using Mill Creek's dog supplies and suggested that the Board ask Lake Reynovia HOA to erect their own dog stations or to contribute money for Mill Creek's supplies. The Board agreed that the President will contact the president of the Lake Reynovia HOA.
- B. **Condition of dog station at cross-over road from Lake Reynovia.** The trash container is rusted out and needs to be replaced. The President has a replacement of the same size. The Board had earlier discussed buying a larger size (\$300 + \$130 shipping) but concluded that the simpler approach is to use the one already available and to consider a larger size when the next replacement is needed.
- C. **Responses to the newsletter request for ideas and priorities.** Only one homeowner replied.

**IV. Treasurer's Report**

- A. **Bank statements.** The statements for June and July 2011 were reviewed and initialed by the Board members in attendance. The balance in the Association's checking account as of July 29, 2011, was \$54,500.80
- B. **Dues.** As of July 23, six homeowners still had not paid. The Board discussed the possibility of instituting fines after the first 90 days and re-confirmed the earlier vote to obtain warrants for debt against the non-paying homeowners.

**V. Old Business**

- A. **Pending issues.** The board discussed a range of issues, all of which require attention: illuminating the Mill Creek sign; paving the sidewalk; using the newly approved form letter to responding to homeowners; completing correspondence with homeowners; upgrading the HOA website; seeking a new lawn service company; and seeking determination of the Board's legal rights in dealing with HOA issue.
- B. **Setting priorities.** The Board agreed that it is essential to set priorities for the pending business, especially neighborhood improvements.

- C. **Use of “working groups.”** The Board voted to begin creating “working groups” of Board members to deal with the backlog of work that the Board needs to complete. The Board would delegate authority to complete identified projects, and the group members would include non-Board members as needed (and as possible).

**VI. Common Grounds Committee**

- A. **1375 Gristmill Drive.** Board member Sue Voreis approved tree work by the owners, who had consulted an arborist and requested permission to remove trees.
- B. **1274, 1292, and 1298 Timberbranch Ct.** Renters in these three houses are not keeping their front yards mowed, and the President has tried to contact the owners. The owner of 1274 said that he does not have a clause about yard maintenance in his rental agreement; he is adding it to the renewal agreement, which is scheduled to be signed very soon.

- VII. Architectural Review Committee.** A prospective purchaser of 119 Mill Creek Dr. sent a query about requirements for sheds; the President replied.

**VIII. New Business**

- A. **September neighborhood party.** The Board voted not to have a neighborhood picnic this September, partly because of the low attendance in recent years and partly because of limited time and members to organize it. Board members discussed other types of neighborhood-oriented events that might be held instead.
- B. **Need for more Board members.** The Board now has only five members, which is too few to conduct the HOA’s affairs properly. The Board agreed that additional members would facilitate effective management of neighborhood issues and that this issue must be a priority at the January 2012 annual meeting.

- IX. Next meeting.** The next meeting is scheduled for Tuesday, September 12, 2011. Please check with Board members to learn the location of the June meeting. (The Board now meets in members’ homes.)

- X. Meeting adjourned.** The meeting was adjourned at 9:15 p.m.

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Board members reviewed and made corrections to the Summary Minutes before they were posted on the website.

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REMINDER: The HOA has a new P.O. Box number; please use it in postal correspondence with the Board: Mill Creek Homeowners Association, P.O. Box 1301, Charlottesville, VA 22902.