

**Mill Creek Homeowners Association
Board of Directors Meeting
Wednesday, December 14, 2011**

- I. **Meeting convened.** The meeting was convened at 7:45 p.m. Present were Neal Grandy, President, Co-Treasurer, and Common Grounds Committee; Brian Markot, Vice President and Co-Treasurer; Addeane Caelleigh, Secretary and Newsletter Editor; Maritza Saavedra, Architectural Review Committee; and Sue Voreis, Architectural Review Committee and Common Grounds Committee.
- II. **Approval of November minutes.** The minutes for the November 2011 meeting were approved; the minutes had been reviewed by Board members before being posted on the Mill Creek website.
- III. **Homeowners concerns.** The problem in the common area between the Copperstone cul-de-sac and Stony Ridge community remain unresolved; the problem is the construction of steps and an entrance to the cul-de-sac from the Stony Ridge neighborhood. Since the November meeting, someone (not a Mill Creek homeowner) has reinforced the crude steps up the Stony Ridge slope and further cleared the path across the Mill Creek common area. The President will contact the president of the Stony Ridge HOA to discuss the situation, and Board members will discuss potential liability issues with the lawyer.
- IV. **Treasurers' report.** The bank balances as of November 30 are \$52,021.38 for the checking account and \$1,824.14 for the restitution account. The bank statement for the checking account was reviewed and initialed by Board members.
- V. **Dues.** After much discussion, the Board decided not to raise dues this year. (This will be the first time since at least 2003 that the dues have not increased.) Notices for 2012 dues will be mailed in early January; payment is due by January 31, 2012.
- VI. **Old business/On-going business**
 - a. **Taxes.** The President plans to consult with a knowledgeable person about continuing issues with filing returns for previous years.
 - b. **Mailboxes.** The Board re-confirmed the November decision to postpone sending notices to homeowners who were not in compliance with Covenants about the maintenance (repair and /or painting) of their mailboxes. Because winter weather would prevent painting, it was decided to send the notices approximately March 1 with a deadline of April 15 for completion of maintenance work. The Board will examine all mailboxes before March 1 and update the photo file of boxes that do not meet the Covenants' requirements.
 - c. **Meeting with the lawyer.** The working group for legal issues will meet with Greg Johnson in early January to discuss a list of issues.
 - d. **Re-paving the sidewalk.** The Board continues to seek estimates for clearing and re-paving the sidewalk along Mill Creek Dr.
- VII. **Common Grounds Committee**
 - a. **Entrance clean up.** An estimate has been received from J. W. Townsend, Inc., for a one-time clean up of the entrance area: clean the excess mulch, pull out weeds, take out dead or crowded plants, transplant some existing bushes, prune the remaining bushes, and generally clean up and improve the appearance of the area. The Board voted unanimously to have the work done.
 - b. **Entrance lights.** Board members discussed the completed work and concluded that some lights were not positioned as intended and others should be added. They also discussed an apparent discrepancy in the invoice, which will be discussed with the contractor.
 - c. **125 Mill Creek.** After receiving the Board's letter about re-establishing the missing boundary marker between the homeowner's property and the adjacent common area, the homeowner replied with a request to plant a bush at the site rather than re-install a

boundary stake. The Board concluded that a metal stake was needed and will install one after informing the homeowner.

- d. **Trees.** The Committee has approved removal of two trees on homeowners' property (156 Mill Creek Dr and 1424 Gray Stone Ct) and one from the common behind 1381 Gristmill Dr.

VIII. Architectural Review Committee

- a. **227 Flagstone.** The Committee approved the addition of a deck and wooden railings.
- b. **1348 Gristmill.** The Committee approved a new driveway.
- c. **1354 Gristmill.** The Committee reported that the recently constructed shed was not painted an approved color (the same color as the house), although the original approval for the shed included that requirement. A committee member will send a letter with a deadline of April 15 for completing the repainting. (The Spring deadline is given because winter weather will prevent painting.) *Note:* After receiving the letter, the homeowner explained that painting had been delayed because of weather and would be done in the spring.
- d. **Duron stain and paint colors.** The Duron Paint store has completed three binders showing approved colors for stains and paints. The store will keep one binder, while the Board will keep two. Homeowners may consult the binders at Duron Paints (Shoppers World Shopping Center, Route 29) or by meeting with a member of the committee; they will not be loaned out. Mill Creek homeowners will receive a 10% discount on the approved stains and paints at Duron Paints. (Note: "Stains" are used for siding, while "paints" are used for doors and window trim.) The Committee is working with the website administrator to determine the best way to put full information about approved colors on the Mill Creek web site.
- e. **Basketball goals.** The Board approved sending letters to the four homeowners who have basketball goals standing at the edge of the street in front of their houses; they will be given 30 days to remove the goals from the right-of-way area. The Board has learned that VDOT has right of way along the edges of all Mill Creek streets (that is, the area between the roadway and the drainage ditch). VDOT personnel notified the Board that such goals must be removed. If the goals are not removed by the deadline, VDOT will send official notices to the homeowners and will remove the goals. Note: Basketball goals that stand on homeowners' property away from the VDOT right of way are not affected.

IX. New Business

- a. **2012 Annual Meeting.** The Board discussed plans for the annual homeowners meeting scheduled for Wednesday, January 18, 2012. The announcement letter will be sent in the first week of January 2012, and final details of the meeting will be completed at the January Board meeting.
- b. **Newsletter.** The fall issue of the newsletter will be distributed in mid- to late December. The Board discussed the contents.
- c. **Secretary.** A new secretary is needed beginning January 2012.

- X. **Annual Meeting.** The 2012 annual members meeting will be on 7:00-8:30 p.m. on January 18 at Monticello High School. Fliers will be mailed with the dues notices, and all homeowners will be encouraged to attend.

- XI. **Next Board meeting.** The next Board meeting will be January 10, 2012.

- XII. **Adjournment.** The meeting adjourned at 10:00 p.m.

The minutes were read and corrected by Board members before being posted.