

**Mill Creek Homeowners Association
Board Meeting
Tuesday, January 12, 2010**

Summary Minutes

- I. **Meeting convened.** The meeting was convened at 7:30 p.m. The entire Board was present: Neal Grandy (President, Treasurer, and Common Grounds Committee), Brian Markot (Vice President), Maritiza Saavadra (Architectural Review Committee), Janet Eden (Common Grounds Committee), and Addeane Caellegh (Secretary).

- II. **Minutes.** Copies of the draft minutes for the December meeting (posted on the website soon after the meeting) were not available. The Secretary will send the minutes to Board members again by email and they will reply with corrections and revisions. *Note:* December was the first month in which draft minutes were posted on the website soon after the meeting, with the intention of posting corrected minutes after approval at the next month's meeting. Board members agreed that the new procedure should be continued so that homeowners can have earlier access to minutes

- III. **Board concerns.**
 - a. **Next newsletter.** The next issue of the newsletter was originally scheduled for mid-December. It will be distributed after the Annual Meeting on January 20 so that it can carry information from that meeting.
 - b. **Trash collection.** A Board member recommended that the next newsletter carry a suggestion that homeowners do comparison shopping for their trash collection service because the prices and services vary considerably. If possible, the newsletter should carry an article about comparison of services offered.

- IV. **Homeowners' issues/concerns.**
 - a. **Mailbox repair.** Homeowner Mark Louisell is considering offering his services to repair/rebuilt mailbox structures for Mill Creek neighbors. (He would repair the wooden structures, not the metal mailboxes themselves.) Addeane Caellegh will discuss his plans and, if he approves, put a notice in the next newsletter.

- V. **Treasurer's Report.** The Treasurer submitted a report on the association's financial status and a copy of the December bank statement from Stellar One Bank.
 - a. **Financial status.** All outstanding obligation has been paid, and the balance available is \$8,722.46 as of January 12, 2010.

- b. **Bank statement.** All Board members reviewed the submitted bank statement and initialed it.
- c. **2010 annual dues.** Overall, 139 households had paid their 2010 dues in full and three others had made partial payments as of January 9, 2010. (Annual dues are due January 31st.)
- d. **Establishing amount of restitution for repaying embezzlement.** The Treasurer continues analyzing bank records and HOA records to try to establish the amount of the embezzlement 2000-2009. Because most HOA financial records are missing (or never existed) and the bank records have some gaps, it is very complicated to determine the amount of money missing.

VI. Old Business

- a. **Embezzlement.** Because the former treasurer pled guilty to embezzling Mill Creek funds, the preliminary hearing in District Court was not held. Sentencing will be scheduled in February or March, at which time the Court will consider the issue of restitution. The Commonwealth's Attorney will rely on Mill Creek to determine the amount of money missing,
- b. **Updating the homeowners list.** The Treasurer is working to update the list to include home sales in recent years because the present list is incorrect. The next issue of the newsletter will include a request that homeowners who purchased their homes within the past 3-5 years notify the President/Treasurer so that the listing for their house can be updated.

VII. Common Grounds Committee

- a. **Trees damaged or downed by December storm.** So far, no reports have been received of trees damaged by the storm and requiring work because they present a hazard. Note: Some homeowners apparently had damaged trees. After the storm, the President suggested that they band together in seeking tree work, in the hope that they could negotiate special rates for a large, combined job.

VIII. Architectural Review Committee

- a. **1321 Timberbranch.** The homeowner asked the Committee to approve vinyl siding for one side of the house (as part of repairs need to the wall). Board member Maritza Saavadra told the homeowner that the Covenants do not allow vinyl siding. The homeowner wants the Board to consider having the Covenants changed to allow this siding. Board members did not approve such a change and also noted that it is extremely difficult to change the Covenants and that any such change should be part of a package of more urgent changes, as may result from the Vice President's effort to convene a working committee to propose necessary changes.
- b. **Wire fence on Mill Creek Court.** A Board member noted that he had seen what appeared to be a wire fence used as part of a dog enclosure. The back of the lot is difficult to see from the street. A Board member will look at the fence. If it is a wire fence, the homeowners will need to be notified that the Covenants do not allow wire fences.

IX. New Business

- a. **Agenda for Annual Meeting.** Board members briefly discussed the agenda for the annual meeting scheduled for January 20. There was general agreement that the main topic would be the embezzlement and related financial issues. Also, Vice President Brian Markot will ask for volunteers to serve on a working committee to examine possible changes to the Covenants and Addeane Caelleigh will ask members to suggest ideas or specific topics for the newsletter and will ask for help with the newsletter.
 - b. **Minutes for Annual Meeting.** The Secretary will prepare minutes to be posted on the website and will write a short article for the newsletter to give highlights of the meeting.
- X. **Meeting adjourned.** The meeting was adjourned at 9:00 p.m. The next meeting is scheduled for Tuesday, February 2, 2010, at Calvary Baptist Church.
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The minutes were check by Board members before posting. Please report any errors of fact to the Secretary (asc8f@virginia.edu).