

**Mill Creek Homeowners Association
Board Meeting
Tuesday, May 10, 2011**

Summary Minutes

I. Meeting convened. The meeting convened at 7:40 p.m. Present (underlined) were Neal Grandy (President and Associate Treasurer), Brian Markot (Vice President and Treasurer), Addeane Caelleigh (Secretary and newsletter editor), Janet Eden (Member at Large and Common Grounds Committee), Maritza Saavedra (Member at Large and Architectural Review Committee), and Sue Voreis (Member at Large and Common Grounds and Architectural Review Committees).

II. Minutes.

- A. **Minutes of the April Board meeting.** The minutes (which had been circulated, revised, and posted in March) were approved.
- B. **Change in format and content of Board minutes.** The Board decided that, beginning with the May minutes, homeowners will no longer be identified in the minutes by street address except in items for the Architectural Review Committee. The street addresses are retained for these items because homeowners have a special interest in decisions about the houses nearest them. Also, because of concerns about homeowners' privacy, the minutes will contain fewer details of homeowners' concerns, requests, and complaints.

III. Homeowner issues/comments/concerns

None

IV. Treasurer's Report.

- A. **Funds.** The Treasurer reported that the association's checking account totaled \$26,394.37 as of May 1, 2011. The restitution fund contains \$1,819.00 (estimate). The checking account statement was circulated and initialed by the Board members attending.
- B. **Dues.** As of May 1, 12 homeowners still had not paid. The President will send a third notice by May 16. Board members again discussed what steps to take with homeowners who have not paid after this notice.
- C. **Checking account.** Fees for commercial accounts will increase soon to \$12.50 per month. One of the co-Treasurers will contact the bank to learn whether the HOA has a commercial or private account.

V. Old Business

- A. **Pond escrow account.** Hunter Craig agreed to have legal fees subtracted before determining the 50/50 split of the account between himself and the Mill Creek HOA. The final details of closing the account are being worked out.
- B. **Getting estimates.** The Vice President will seek estimates for installing permanent lighting for the entrance sign. Board member Janet Eden will continue trying to get estimates for repairing and resurfacing the sidewalk along Mill Creek Drive.
- C. **Mowing common areas.** There continue to be problems about the mowing at the corner of Mill Creek Drive and Copper Stone Drive. Board members discussed alternatives if

Russell Loschelder's firm cannot mow according to the instructions given for mowing only common grounds and not homeowners' lawns along Mill Creek Dr.

- D. Mailboxes.** The Board again discussed the problems of homeowners who do not maintain their mailboxes. A Board member suggested that we look at the results of changes at Mill Creek South, where one type of "plastic" mailbox-and-post (Rubbermaid) is approved as an alternative to the traditional wooden mailboxes.
- E. Developing a form letter.** Board members voted to develop a form letter to be used to communicate with homeowners about common situations. The draft will be revised and circulated for further review by Board members. The intention is to review several categories of ongoing problems (such as mailbox maintenance, paint colors for houses) and send the new form letter as needed.
- F. Paint colors.** *See below, under Architectural Review Committee.*

VI. Common Grounds Committee

- A. Trees.** Committee members examined and made decisions about taking out several trees: on Boulder Spring Court; trees on two different properties on Gray Stone Ct that had been damaged by lightning.
- B. Unmowed lawns.** Two homeowners (Timberbranch Ct; Spring Mountain Rd) were contacted after complaints over unmowed grass in their yards visible from the street. In one case, the house was rented, and the homeowner will instruct the renter; and in the other was a homeowner who occupies the house only part of each year.

VII. Architectural Review Committee

- A. Approved colors.** Board members on the Architectural Review Committee continue to work on assembling new information about approved paint colors for houses and trim. The former information has been removed from the website, and new information is being written. Overall, the changes are designed to offer options that best follow the colors used when the neighborhood was first built.
- B. Screened porch.** The Committee approved a screened porch on a house at Boulder Spring Ct.
- C. Sheds.** Approval has been given for a shed at 1354 Gristmill Drive; a request for approval of another shed has been received.

VIII. Covenants Committee

There were no items for the Covenants Committee

IX. New Business

None

- X. Meeting adjourned.** The meeting was adjourned at 9:30 p.m.

- XI. Next meeting.** The next meeting is scheduled for Tuesday, June 14, 2011. Please check with Board members to learn the location of the June meeting. (The Board now meets in members' homes.)
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Board members reviewed and made corrections to the Summary Minutes before they were posted on the website.

REMINDER: We have a new P.O. Box number; please use it in postal correspondence with the Board: P.O. Box 1301, Charlottesville, VA 22902.