

**Mill Creek Home Owners Association
Board of Directors Meeting
Tuesday, October 11, 2011**

Summary Minutes

- I. **Meeting convened.** The meeting was convened at 7:45 p.m. Present were Neal Grandy (President and Co-Treasurer), Brian Markot (Vice President and Co-Treasurer), Addeane Caelleigh (Secretary and newsletter editor), and Sue Voreis (Common Grounds Committee, Architectural Review Committee). Absent was Maritza Saavedra (Architectural Review Committee).

- II. **Approval of September minutes.** The minutes, which had been reviewed before posting on the Mill Creek website, were approved.

- III. **Homeowners Concerns**
 - a. **1445 Gray Stone Ct.** A contractor has left a trailer along the road while doing work on the home, with advertising signs attached. Because the trailer is not used for supplies and is chained in place (cannot be moved), it functions as an advertising sign, not a work vehicle – even though refuse from the project is being placed in the trailer. A Board member will ask the contractor to remove the trailer or the signs.
 - b. **1321 Gristmill Dr.** The front yard is overgrown and neighbors have complained. A renter is occupying the house. The President talked with the owner, who said that she would have someone work on the front yard.

- IV. **Treasurer's Report**
 - a. **Bank accounts.** The bank statement was reviewed and initialed by attending board members. The total in checking is \$52,145.65 as of 9-30-11. The restitution savings account contains \$1,822.27.
 - b. **Dues.** Two homeowners still have not paid dues for 2010, one of them despite repeated appeals. Warrants-in- debt will be obtained from the District Court, and the homeowner will be charged for court costs and other expenses.

- V. **Board Working Groups**
 - a. **Mailboxes.** The working group will meet next week to decide how best to send notices requiring repair or replacement of worn or damaged mailboxes. A homeowner has volunteered to work with the group.
 - b. **Tax returns.** The group will meet later this week.
 - c. **Legal questions.** The group will meet with the attorney when a meeting can be arranged to fit all their schedules.
 - d. **Sidewalk resurfacing.** Bids are being solicited.

- VI. **Old Business**
 - a. **Illuminating Mill Creek sign.** A Board member is contacting four contractors about repairing or replacing the lights, and working with Dominion Virginia Power to get service reinstated to the lights.
 - b. **Clearing vines and dead growth from entrance area.** Two board members will examine the vines and either take out the vines themselves or contract for the work to be done.
 - c. **Re-paving the sidewalk.** Bids are still being sought.

- d. **Use of form letter to respond to homeowners.** The form letter has been revised again and is now ready to be used for communicating about routine issues with homeowners.
- e. **Updating paint colors on the website.** The revised information on Duron paint/stain colors will be sent to the webmaster be posted on the website this week.
- f. **Neighborhood social. The Board discussed ideas for a community social event.** One idea is "Pizza with the Prez," an open invitation to homeowners to eat at Pizza Bella and discuss HOA issues and/or just get neighbors together. A Board member will discuss preferable nights with the restaurant owners.

VII. Common Grounds Committee

- a. **118 Mill Creek Dr.** A letter will be mailed this week about the unapproved house color.
- b. **Common areas between Mill Creek and Lake Reynovia.** The Board made plans to measure and stake the property lines along Lake Reynovia property, preferably this fall.

VIII. Architectural Review Committee

- a. **Dog station at fire road to Lake Reynovia.** A Board member has installed a new can to replace the one that had rusted out.
- b. **Common area next to 125 Mill Creek.** A letter will be sent this week to 125 Mill Creek to discuss the alterations to the common area and to require that the boundary stakes be restored.

IX. New Business

- a. **Southern Parkway.** Homeowners have noticed that the County erected a sign at the end of Southern Parkway announcing a future road project. The Board is not aware of any immediate plans for the County to use the land between Mill Creek and Foxcroft but a member will contact County offices. A concerned homeowner contacted the County and learned that the new sign is apparently a replacement for an old one that fell into disrepair long ago. There are no current plans to extend Southern Parkway to 5th St.
- b. **Clearing overgrowth that blocks signs.** Shrubbery has obscured one of the safety signs (Watch for Children) near Southern Parkway. A Board member will trim back the overgrowth.

X. Next meeting. The next Board meeting will be held November 8, 2011, at a place to be determined in November. (Contact a Board member if you're interested in attending.)

XI. Adjournment. The meeting was adjourned at 9:45 p.m.