

Highlands at Mechums River

Highlands Detached Home Owners Association, Inc.
PO Box 429 Crozet VA 22932-0429

<http://avenue.org/hdhoa>

Minutes of the Annual Meeting of the Highlands Detached Home Owners Association

Date: 14th March, 2007

Time: 1900 – 2000 EDT

Venue: Crozet Elementary School Cafeteria

Participants:

Dan Dunsmore, Vice-President, Highlands Detached HOA (DD)

Kamaljeet Saini, Treasurer, Highlands Detached HOA (KS)

Mike Mangan (MM)

Lori Boles (LB)

Marcy Hooker (MH)

Jim Hooker (JH)

Michele Howe (MH1)

Heather Taylor (HT)

Proceedings:

The meeting commenced at 7:00 PM on 14 March 2007 at the Crozet Elementary School.

Topics discussed:

1. Appointment of new Highlands Detached HOA Board of Directors
2. Appointment of new Highlands Detached HOA Secretary
3. Review financial statement for 2006 and budget for 2007
4. Maintenance of common areas for all of Highlands as well as those unique to the Highlands Detached HOA

JH offered to serve as the HOA president as well as be a member of the Board of Directors. LB also offered to serve on the Board of Directors. At least one more candidate is needed to fill the third position on this board. Ballots for the Board of Directors shall be distributed to everyone in the neighborhood and should be returned by mail.

The HOA still needs a volunteer to serve in the position of the Secretary. DD shall contact some potential volunteers to fill this position.

KS presented the 2006 financial statement as well as the projected budget for 2007. A significant portion of the previously missing funds has been recovered and the HOA is now financially stable. The projected budget for 2007 shows that revenue and disbursements are approximately equal, meaning that the HOA's current holdings should stay about the same next year.

Maintenance of the common entrance area by all of the HOAs in the Highlands subdivision was discussed. Meeting attendees agreed that the trees around the Highlands sign at the

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subdivision entrance could be treated for a worm infestation, under the common entrance expenses line. In addition, the HOA shall request a quote for adding bi-annual mulching of the trees at the Highlands entrance to the existing common entrance maintenance contract. This was previously done at no additional charge by the landscaping company, but that is no longer the case. Addition of both of the above tasks to the existing common entrance maintenance contract will require approval from the other HOAs in Highlands subdivision. Efforts are under way to constitute a board of representatives of all HOAs in the subdivision to make common entrance related decisions.

Maintenance of the common areas within the Highlands Detached HOA was also discussed. Again, as discussed at previous general meetings, this used to be done at no additional charge by our landscaping company, but this is no longer the case. DD shall solicit bids for this contract and the decision to hire a landscaping firm will ultimately depend on cost to the HOA.

Finally, several architectural review board issues were discussed. According to the HOA bylaws, each homeowner is responsible for maintenance of his/her mailbox and each mailbox must be consistent with the current design. The Architectural Control Board (ACB) shall provide official written guidelines so that all residents can check their compliance to requirements. In addition, a request to install a private basketball net (by the owner) in the driveway of 4859 Highlands Place was approved.

The meeting adjourned at 8:15 PM.
