

Board of Directors Meeting Minutes Dry Run Commons Homeowner Association

April 27, 2015

2015 BOARD OF DIRECTORS MEMBERS PRESENT: Eric Hart, Arnold Brown, Pat Richards, Connie Marino, Penny Morgan and Allen Grimm from Coventry Management.

CALL TO ORDER: Eric called the meeting to order at 6:30 p.m. at the home of Pat Richards.

MINUTES FROM BOARD OF DIRECTORS MEETING, MARCH 2, 2015: Penny handed out the subject meeting minutes and Pat moved that we accept them; Eric seconded the motion. Motion passed.

FINANCIAL REPORT REVIEW: Allen presented Financial Reports as of March 31, 2015, as follows: Balance Sheet, Income/Expense Statement, Reserve Statement, Cash Flow Report, Aged Owner Balances, and Cash Disbursements. Pat and Allen discussed the financial reports and the Board Members also discussed the Homeowner balances and actions to be taken with Allen. He will be sending collection letters by certified mail to homeowners in arrears.

DRY RUN COMMONS WEBSITE: Connie will forward the March 2, 2015 Minutes to Don Moore to be posted on our DRC website. She also updated the DRC HOA Directory as of April 25, 2015 and gave copies to the DRC Board of Directors.

MANAGER'S REPORT UPDATES: Allen presented the following reports:

1. **Resolutions:** Two Resolutions were discussed.

A. **Policy Resolution No 15-1:** Assessment Collection Policies and Procedures.

Assessment Report: At present, there are 7 homeowners who have not paid the assessment which was due on March 1, 2015 and they have received Lien warning letters. The HOA is owed a total of \$3,248 in fees.

B. Regulatory Resolution No 15-2. Rule Violations: Complaint and Due Process Procedures were discussed:

Violations Report: Upon inspection of the property, ten homeowners were found to be in Violation for the following reasons: Car in yard, unregistered/junk vehicle, vehicles not parked on property driveway, trash cans left out, trash left in yard, unkept conditions of buildings or grounds, plants/beds not maintained, and a dog not leashed. Allen agreed to email the board members copies of letters he sends to homeowners on these violations. However, three of the board members have complained that they cannot open the attachments that are sent. Allen will have his IT specialist work on getting attachments that can be opened by all.

- 2. Grounds Maintenance:** Our mowing contract includes maintaining the front area around the Dry Run Commons sign, mulching on the playground, landscaping, and removing leaves around the large rocks. The bridge still needs to be stained. Eric will ask his father if he would be willing to do this.

CURRENT ITEMS:

Community Yard Sale: The Annual Spring Community Yard Sale for DRC will be held Friday and Saturday, May 22 & 23, 2015. Rain dates are May 29 & 30, 2015. Pat will put an ad in the Journal Newspaper, prepare a flier and distribute it to the community for this event. Thank you, Pat.

Arnold Brown is resigning from the Board. He has retired from his job and will be moving to Maryland as soon as he sells his house. We will miss his wise counsel and positive attitude. We will need to fill his Vice President position.

ADJOURNMENT: Arnold moved that we adjourn the meeting and Pat seconded the motion. The meeting adjourned at 8:15 p.m.

Minutes submitted by: Penny Morgan, Secretary