

Minutes: Dry Run Commons Board of Directors
March 4, 2013 6:30 PM at 210 Sentry Lane

Members present: Arnold Brown, Rhonda Singer, Connie Marino, Pat Richards, Kristy Cook, Cindy Stewart and John Wilgeroth. Guest speaker: Donna Nead, Valley Credit Service, Inc.

Bill Barney, president, was out of town so vice-president, Kristy Cook, presided over the meeting. The meeting started off with a presentation by Donna Nead of Valley Credit Service, Inc., as requested by the board to discuss the possibility of hiring a collection agency to collect dues owed to the HOA.

- **Approval of minutes:**

The Jan. 7, 2013 minutes were read. Pat moved to accept the minutes; the motion was seconded by Connie. The motion was approved. The minutes will be added to the website.

- **Treasurer's report**

Pat Richards reported that we currently have \$17,833.39 cash on hand. Certificate of Deposit is \$10,062.61. We currently have \$4,397 owed in past dues plus late fees.

Invoices for 2013 dues (\$150) were mailed to homeowners on Jan. 1, 2013 with a due date of March 1, 2013. Pat presented two new invoices that will be mailed out to homeowners who still owe dues. The first will be mailed on March 5 to remind homeowners that their dues are past due and that they have incurred a \$50 late fee, which will be due on March 20. Another invoice will be mailed on March 21 to the homeowners who are still delinquent, informing them that their account must be paid in full by March 30 to prevent legal action by the board through the Berkeley County Magistrate Court. Court costs will be added.

- **Report of Communications and Welcome Committee**

Phone tree: Connie suggested that more information be added to the web site about the DRC emergency electronic phone tree, which will include the name of the company as well as a phone number to contact if any homeowner wishes to be added to the list. Pat moved and Cindy seconded to update the phone tree information on the website. The motion was passed. Cindy will contact Don Moore with the updated information.

Spring Yard Sale: Dates for the spring yard sale were set as follows: Friday and Saturday, May 31 and June 1. Rain dates will be the following weekend, June 7-8.

- **Report by the covenants liaison, John Wilgeroth**

Covenants issues: John gave a report to the board concerning progress on issues of non-compliance with the covenants. John contacted these homeowners by letter and included a personal note to the homeowners. The issue of hiring a collection agency to collect past dues was discussed. The board agreed that it would not be cost-effective; we will continue handling this by sending letters and filing judgments with the magistrate court.

Mowing: John sent out bid requests for seasonal mowing and trimming, weeding and weekly trash removal (trash can in commons area). He received two bids, one from Automated Mulching and another from Ground Effects, LLC. It was agreed by the board that the bid should be awarded to Ground Effects based on the comparison; however, the board requested that John check on a few references before signing a contract with them. If approved, John will contract Ground Effects for the 2013 season for the seasonal cost of \$4,399. Landscape maintenance will be \$31.30 per month. Pat made the motion and Rhonda seconded the motion. The motion was passed.

Newsletter: In response to the homeowners' request for better communication between the board and the homeowners, John is in the process of organizing a Dry Run Commons HOA newsletter to be sent out to homeowners. In addition, board meeting minutes will be placed on the website in a timely manner.

General maintenance: John is in the process of sending out bid requests for the following:

- Painting the lampposts
- Painting the poles on street signs
- Painting street sign brackets
- Straightening of DRC signs within the development
- Staining the bridge

- **Adjournment**

Pat made a motion and Rhonda seconded it to adjourn the meeting. The meeting was adjourned at 8:50 pm. The next meeting will be on May 6, 2013 at 6:30 at 210 Sentry Lane.

Minutes taken by Secretary, Cindy Stewart