

Special Meeting Minutes
Dry Run Commons Board of Directors
Nov. 4, 2013 6:30 PM at 210 Sentry Lane

Members present: Bill Barney, Arnold Brown, Connie Marino, Pat Richards, and Cindy Stewart. Tina Martin and Eric Hart, 2014 members elect, were also present.

The meeting was called to order at 6:30 by Bill Barney, president.

- **Mowing contract for 2014**

The board members agreed to renew the contract with Ground Effects, LLC for 2014. The cost projected for 2014 is as follows: \$4150.00 for seasonal mowing; \$435.00 for mulching of the playground; and \$196.00 for landscaping maintenance. Pat Richards made the motion to renew the contract and it was seconded by Arnold Brown. All were in favor and the motion was passed.

- **Budget for 2014**

Pat Richards, treasurer, reported that the carry-over amount from 2013 will be approximately \$7,465.16. The projected amount of revenue from HOA dues in 2014 is \$17,400 (\$150.00 X 116 homeowners). The board members then reviewed the projected budget for 2014. Bill Barney suggested that we add a new item to the budget for the trimming and/or removal of trees along the walking path and creek in the amount of \$2000.00. Bill also proposed that we add another item to the budget in the amount of \$1500.00 for maintenance of the walking path. Bill noted that we may need to have a professional audit if the time comes when the board no longer handles the financial affairs of DRC and we would hire a management company to take over this duty. Since this could cost approximately \$2000.00, Bill suggested that we add this item to the 2014 budget. No motion was passed on these items and the suggestions will be discussed further at a later date when the 2014 budget is finalized. The budget could not be finalized since the decision has not yet been made regarding a new property manager. It is hoped that HOA dues will not have to be raised in 2014. This will be determined when the new property management company is hired and the budget is finalized.

- **New Property Management**

John Wilgeroth has submitted his resignation as of Dec. 31, 2013, as Liaison to the DRC Board of Directors. Bill Barney contacted three Property Management Companies: PMP, Winchester Coventry, and Clagett Enterprises, Inc. PMP and Winchester Coventry will not contract to

manage DRC unless the contract includes handling the finances. The board agreed that it would not be cost effective to pay an agency to oversee the finances at this time when we have a competent treasurer who is willing to continue doing this duty. Bill will arrange a meeting with the board members for next Monday evening, Nov. 11, with Clagett Enterprises to discuss a proposal for property management for 2014. Clagett Enterprises is a member of the Community Association Institute, an organization for property management. Board members will email potential questions to Cindy Stewart; she will prepare a list of questions for the Mon. meeting.

- **Emergency Contact Calling Post**

The board agreed that Pat Richards would continue to give Connie Marino any updates to the Emergency Contact Calling Post. Connie would have the authority to add new phone numbers to the phone tree when received and she would also continue maintaining the list.

- **Adjournment**

Pat made a motion and Arnold seconded it to adjourn the meeting. The meeting was adjourned at 7:35 pm.

Minutes taken by Secretary, Cindy Stewart