

MWMHOA MONTHLY BOARD MEETING

Wednesday, May 14, 2014 @ 7:00 P.M.

Attendees: Justin Harris, President (outgoing)

Susan Brock, Treasure (outgoing)

Polly Hockaday, Secretary (outgoing)

Angela Layman, volunteer/nominee for President

JoAnn Williamson, volunteer/nominee for Vice President

Morgan Stalter, volunteer/nominee for Secretary

Continuing Business:

1. Minutes approved from 23 April 2014 meeting.
2. Financial report given by Susan. No significant changes. A total of 7 homeowners have not paid their April assessment. Jeffrey Charles (JC) will issue late notices with 5% annum late fees and 8% annum interest as specified by VA law/regulations. Susan will instruct JC to assume monthly oversight of the money market account (HOA reserves) at Burke and Herbert Bank.
3. **The Board voted** to approve the draft response letter from our attorney which will be sent to the homeowner pending legal action.
4. Review was made of the draft parking policy. Need to add updated policy regarding towing to the parking policy.
5. As a result of the pending legal case, it has come to light that legal changes to our MT Woodley Manor Declaration of Covenants, 26 May 1981 is required in order to assess ARC violation fines and late fees for delinquent semi-annual HOA assessments in accordance with VA laws. Therefore **the Board voted** to refund previous fines for two homeowners. We will ask JC to compile reimbursement figures for the two homeowners.

New Business

1. The Board learned that Lori Saxty would consider assuming a Board position if no other volunteers came forward. Will contact Lori ASAP and inform her that her assistance is required to fill the vacant Treasure position. (note: Contact made on 17 May and Lori agreed to fill the position)

2. A letter will be sent to all home owners announcing the four Board volunteers/nominees and solicit approval votes. Pre-paid return envelopes will be included.
3. Regarding pending increase of semi-annual assessments (previously approved by the Board in Jan 2014), JoAnn Williamson agreed to research the correct procedures to implement the increase.
4. Regarding the monitoring and update of our web page and POC with the web site managers at BTW, Morgan Stalter agreed to assume this project.
5. Angela agreed to handle the following projects: the need to “tweak” the Jeffrey Charles resale disclosure packages, vet law firms for legal representation, and obtain information regarding a loan for the cost of re-paving the parking lots.
6. Justin Harris agreed to update the extended capital equipment plan as part of our long range capital reserve report.

Next meeting Wed, May 11th, 2014

Motioned to adjourn