

Howe Farms BOD Meeting Minutes

March 8, 2019

Meeting called to order at 6:09 PM

Quorum

Scott Curtis Kathy Cato Emily Klotz Jennifer De Young
Gene Tromly Bob Heffley Michele Heath

Scribe

Michele Heath

Agenda - Approved

Review of Minutes of the February 20, 2019 meeting - The minutes were approved.

Open Forum - No community members attended.

Old Business

- The board continued the discussion of the issue of whether HFHA should continue to provide grounds maintenance of Thompson's field, also known as the Activity Field. The Board entertained ideas for addressing the important issue of legal liability that may attach to us for activity on the property, which we do not own. Mr. Tromly raised the possibility of leasing the field from Mr. Thompson for a nominal fee of \$1.00 per year, and then obtaining renter's insurance to cover any liability that HFHA may incur. Ms. Heath raised the possibility of obtaining a business umbrella policy to provide liability coverage to HFHA for members' use of the field. Ms. De Young agreed to make further inquiries on these approaches and the related costs with the Association's insurance agent and with other insurance brokers.
- The Board voted unanimously to approve the expenditure of \$50.00 to fund an Easter egg hunt in the rec. area on Sunday, April 21st at 3:00pm.
- The Board reviewed the candidates identified to date for the 2019 election of the Board of Directors and the HFHA committees. At least one candidate was identified for every position up for election at the Annual membership meeting. Other candidates may be nominated prior to, or from the floor of the meeting on April 24th.

New Business

- The board continued deliberations on proposed ballot measures to be included on the ballot for the HFHA 2019 Annual Membership Meeting. The board voted to include the following four Bylaw changes:

Bylaws Changes	
Current Language	New Language
<p>ARTICLE V - DUTIES OF BOARD OF DIRECTORS, OFFICERS, AND COMMITTEES</p> <p>Section 5. The Secretary shall:</p> <p>e. Publish a newsletter at least semi-annually.</p>	<p>e. Publish a newsletter <i>as needed</i>.</p>
<p>ARTICLE V - (DUTIES OF BOARD OF DIRECTORS, OFFICERS, AND COMMITTEES)</p> <p>Section 6. The Membership Chairman shall:</p> <p>a. Welcome new members.</p> <p>b. Serve as Neighborhood Watch Coordinator.</p>	<p>Section 6. The Membership Chairman shall:</p> <p>a. Welcome new members.</p> <p><i>Delete b.</i></p>
<p>ARTICLE VII - (FISCAL POLICIES AND PROCEDURES)</p> <p>Section 1</p> <p>The amount of annual assessment shall be determined by the Board of Directors in accordance with the Covenants. If the annual assessment is Two Hundred Dollars (\$200) or less, it shall be assessed on January 1 and payable annually on or before March 1. If the annual assessment is greater than Two Hundred Dollars (\$200) it shall be assessed semiannually on January 1 and on July 1 and payable semiannually on or before March 1 and September 1 of each year. If assessments are not paid, the HFHA may place a legal lien on the property.</p>	<p>The amount of annual assessment shall be determined by the Board of Directors in accordance with the Covenants. If the annual assessment is Two Hundred Dollars (\$200) or less, it shall be assessed on January 1 and payable annually on or before March 1. If the annual assessment is greater than Two Hundred Dollars (\$200) it shall be assessed semiannually on January 1 and on July 1 and payable semiannually on or before March 1 and September 1 of each year. <i>Assessments paid after the due date are subject to a \$10 per month late fee and if assessments are not paid the HFHA may place a legal lien on the property.</i></p>
<p>ARTICLE VII - FISCAL POLICIES AND PROCEDURES</p> <p>Section 7</p> <p>An audit of the financial records shall be made at least annually and upon the change of the Treasurer.</p>	<p>An audit of the financial records should be made at least <i>once every three years and upon the selection of a new financial agent, or at the discretion of the HFHA Board of Directors.</i></p>

- The board voted to include the following five changes to the Rules and Regulations on the ballot for the HFHA 2019 Annual Membership Meeting:

Rules And Regulation Changes	
Current Language	New Language
<p>SECTION III – ARCHITECTURAL RULES</p> <p>Paragraph 1. Appearance of Premises</p> <p>a. The general appearance of the premises must be maintained in a neat, well-kept, uncluttered manner. This includes the lawn area as well as any structure erected on the premises. Driveways may not be painted or stained but a clear sealant or one identical to the color of the existing driveway may be used. The finished product must not have a slippery surface. Driveways will either be cement or aggregate rock color.</p>	<p>a. The general appearance of the premises must be maintained in a neat, well-kept, uncluttered manner. This includes the lawn area as well as any structure erected on the premises. Driveways may not be painted or stained but a clear sealant or one identical to the color of the existing driveway may be used. The finished product must not have a slippery surface. <i>Driveways will be either cement, aggregate rock, or solid pavers in colors which must be pre-approved by the architectural control committee.</i></p>
<p>SECTION IV - GENERAL RULES</p> <p>Paragraph 2. Basketball Goals</p>	<p>Add:</p> <p>c. Permanent basketball goals will not be permitted</p>

SECTION IV - GENERAL RULES	add: <i>Paragraph 14. Rain Barrels</i> <i>Rain Barrels may not be placed beyond the front corner of the house and will be of a color approved by the ACC.</i>
SECTION VII ENFORCEMENT (Second paragraph): If a violation is suspected, the member shall receive written notice of the violation, and will be given an appropriate number of days from notification to remedy the violation. The number of days provided will depend on the type of the violation and reasonable estimate of the amount of time needed to correct the violation. In the event of a subsequent occurrence of a violation for which a notice had been given, the initial number of days to remedy the violation may not be granted. Notices will provide the member the opportunity to request an extension based on mitigating circumstances.	<i>If a violation is determined by the Architectural Control Committee (ACC), the member shall receive written notice of the violation, and will be given an appropriate number of days from notification to remedy the violation. The number of days provided will be determined by the ACC and will be depend on the type of violation and a reasonable estimate of the amount of time needed to correct the violation. The notice will provide the member the opportunity to request an extension based on matters of extenuation and mitigation.</i> <i>With the exception of naturally recurring phenomena, (e.g. mold, leaves, etc.), the amount of time provided to remedy habitually repeated violations will be determined with an intent to expedite action to correct the violation. At the ACC's discretion, a hearing notice may be given immediately for a repeated violation.</i>
SECTION VII ENFORCEMENT (Fifth paragraph): Notice of said hearing shall be hand delivered or mailed (registered or certified mail return receipt requested) to the member at the address of record with the Association at least 14 days prior to the hearing. If the Board of Directors, at said hearing, determines that the charges are proper, it may assess a charge of Fifty Dollars (\$50) for any single offense or Ten Dollars (\$10) per day for any offense of a continuing nature, with the charge being assessed from the date of the second written notice. Any charge shall be treated as a personal obligation of the member and as an assessment against the member's lot pursuant to ARTICLE IV, SECTION 1, and ARTICLE IV, SECTION 8, of the Covenants, and Sections 55-513.B and 55-516 of the Code of Virginia of 1950, as amended.	(Fifth paragraph): Notice of said hearing shall be hand delivered or mailed (registered or certified mail return receipt requested) to the member at the address of record with the Association at least 14 days prior to the hearing. If the Board of Directors, at said hearing, determines that the charges are proper, it may assess a charge of Fifty Dollars (\$50) for any single offense or Ten Dollars (\$10) per day for any offense of a continuing nature, with the charge being assessed from the <i>date of the hearing</i> . Any charge shall be treated as a personal obligation of the member and as an assessment against the member's lot pursuant to ARTICLE IV, SECTION 1, and ARTICLE IV, SECTION 8, of the Covenants, and Sections 55-513.B and 55-516 of the Code of Virginia of 1950, as amended.

Meeting Adjourned at 9:14 pm

Next regularly scheduled meeting is on, March 20, 2019.