

Indian River Farms  
HOA Meeting Minutes  
February 9, 2016

The meeting was called to order at 6:33pm. Board members present, Erick Kearns, Janet Wilms, Cindy Rauch. Board members absent were John Hernandez and Stacy Nixon. Minutes were approved with a motion to dispense of the reading and approve as written by Erick, Janet.

Officer Reports were waived.

Committee Reports:

ARB

The ARB Committee representative Najwa Wynn reported observations she personally made during an informal walk-through of the common area on January 31, 2016. The scheduled quarterly walk-through inspection of the common area by the ARB Committee on this date was postponed due to lack of availability of committee members and will be rescheduled for February, with a specific date to be supplied to the BOD by the ARB chairman. Ms. Wynn noted missing fence caps from the white vinyl fence at the entrance to the community, approximately 7 to 10 missing caps. Michaela to follow up on having the caps replaced and all caps secured with adhesive.

Ms. Wynn also reported there was one ARB application submitted and reviewed at the ARB meeting on February 3, 2016. Only one ARB member and the BOD President were available at this meeting date. The application has been summarily approved as it has been 30 days since submission. Discussion ensued regarding ongoing committee participation and status of the Chairmanship. Ms. Wynn reported she will confer with the other ARB committee members and existing Chairman and determine their level of ability to meet at the scheduled meeting times and places to support review of ARB applications and the quarterly inspection of common areas. We need to make sure we have a quorum at all ARB meetings to process all applications timely. Feedback will be provided to the BOD within one week. A notation in the next newsletter will be made with the community to inquire if additional homeowners are interested in participating on the ARB.

Social Committee

No committee members present, no committee report submitted

Michaela read her managed report.

Homeowner's Forum commenced at 6:55PM.

One homeowner addressed the desire for a written version of the newsletter, not just electronic posting to website, and more frequent and timelier updates to the newsletter. Discussion from the December BOD meeting reviewed where all homeowners present agreed to electronic newsletters every other month to consolidate information and limit expense to the association. Two homeowners, Ms. Najwa Wynn and Ms. Sharolyn Rancour, volunteered to write a monthly electronic newsletter to be uploaded to the website and to compose a quarterly newsletter summary of happenings and advise of upcoming community items, to be printed and mailed to homeowners. Also a complaint was raised about receiving reminder postcards for the BOD meeting only one day prior to the meeting. Advised the website

contains a listing of board meeting dates and serves as official notification. We also place the sign at the entrance to the community as a visual reminder. The postcards are a courtesy reminder only and every effort will be made to issue them timelier for advance reminders. Cindy volunteered to make sure updated newsletters and other applicable community information is submitted to webmaster. One homeowner asked for an update on the mailbox proposals and status of the project, and asked that the proposals be evaluated as an all-inclusive pricing agreement, not with ala carte pricing for various installation tasks like concrete around the posts. Advised mailboxes would be addressed during old business section of the meeting. Homeowner's forum closed at 7:20PM.

#### New Business:

Michaela presented the application for CA day on Saturday March 12, 2016. She needs to know if any board members are interested in attending as application deadline is very soon.

Proposal for printed quarterly newsletter was discussed. Cost is approximately \$140 per mailing and Michaela stated the standard UPA print vendor could be utilized. Michaela needs at least 3 business days to have the newsletter printed and mailed. Discussed if we can have homeowners interested in receiving the written quarterly newsletter opt-in to the mailing, so those that are not interested will not receive it. Michaela to follow up on options.

Proposal for the social committee to provide "welcome baskets" for new renters not just new owners to the community. New renter on Kentucky Derby drive this month and it would be nice to offer them a welcome basket. Also proposal to include new births in the welcome baskets. Motion offered to include all of the following in welcome baskets: new owners, new renters, families with a new birth by Cindy/Janet. Cost will be limited to \$50 per basket or less.

#### Old Business:

Motion to accept mailbox proposal from Evans Mitchell dated 31 December 2015, contingent on legal concurrence from the association attorney with modifications as required by Erick/Janet.

Motion to ratify the new landscaping contract with All Things Green by Janet/Cindy. Contract signed by the board President and returned to Michaela.

Reviewed Storm Drain proposal from Conrad Brothers. The estimate is approximately \$7,000 to \$7,500 to excavate the sink hole area, determine the cause and correct the issue. This is an estimate as cost may vary once the root cause of the sink hole is identified. This cost seems to be above the anticipated expense based on feedback from the City of Virginia Beach Hydrological engineers that came on-site to investigate the problem. Janet to email the City team and ask for recommendations for locating qualified repair companies and provide feedback to Michaela and the BOD. Motion to ask Michaela to obtain two additional bids from qualified vendors to compare to the Conrad Brothers estimate by Erick/Janet.

Reviewed white vinyl fence power washing and entrance sign power washing proposals. Two proposals received. McKown Pressure Wash & Paint quoted only cleaning the front of the fence. A full quote for both sides of the fence and entrance sign was requested but not received at the time of the board meeting. Always Clean Services, Inc. submitted a full quote for \$1200. Motion to ask Michaela to obtain

updated quote from McKown for all necessary work including both sides of fence and entrance sign, and obtain third quote for comparison by Erick/Janet.

The board moved to executive session at 7:51pm and closed at 8:15pm.

Adjournment at 8:20pm.