

Reserve Master Association
Board of Director's Regular Meeting
Thursday April 15, 2021 7:00 PM

via Ring Central Virtual meeting
ph. 470-869-2200 ID# 147-294-0784

Call to Order: The meeting was called to order at 7:03PM.

Present from the Board were Linda Rayfield, VP Cynthia Holloway, Treasurer, Wendy Hamrick, Secretary and Wyatt Harris, Member at Large. The President 's position is vacant.

Present from Community Partners of Virginia was Sonja Barrett, managing agent.

Establishment of Quorum: With four (4) members present quorum was established.

Proof of Notice of meeting: The notice of the meeting went out of April 8, 2021

Approval of Agenda:

Wendy Hamrick motioned to approve the Agenda as presented. Cynthia Holloway seconded the motion. The motion carried unanimously.

The Next Board Meeting: The Annual Meeting is set for May 20, 2021 at 7:00pm. It will also be a virtual meeting. Look for details in an upcoming email from Sonja Barrett.

Approval of previous meeting minutes:

Wendy Hamrick motioned to approve the March 18, 2021 minutes. Cynthia Holloway seconded, and the motion carried unanimously.

Vice President's Report by Linda Rayfield

- Management and the Reserve BOD strive to be fair to all homeowners. They are governed by the Reserve Rules and Regulations, Declarations and By-Laws. All decisions are determined in accordance with these documents.
- Cleaning costs after in-person meetings at the Clubhouse during the pandemic is \$275.00. In an effort to save the Association money we will continue to meet virtually.
- Gov Northam's Executive Order 72 is still in place. However, we do plan to open the pool on May 29, but not the hot tub.

- We plan to have a pool attendant at the pool from 12 noon until 8PM to monitor best practices. This service will be provided by Continental Pools.
- Two-hour reservations must be made on-line via the FunDangle app.
- It will be necessary to sign waivers before swimming is allowed.
- Social distancing of 10 feet will be enforced.
- At this time no restrooms will be open during your 2-hour reservation period. Please plan ahead.
- Adjustments will be made to the current pandemic clubhouse and pool rules if Virginia state restrictions are lessened.
- The Termite treatment at the clubhouse was done on 4/13/21.
- The Gazebo/Pavilion was washed and painted on 4/14/21.
- Drainage and erosion issues occurring on homeowner's property or created by the homeowner is their personal responsibility to correct.
- May 20, 2021 is the annual Board of Directors election. Three positions are available. Nomination forms have gone out. A recruitment letter is being sent out in hopes of generating community interest in holding a BOD position. If you are interested please return your form via email or USPS by May 1, 2021. The annual meeting will be virtual, so any votes from the floor will be by proxy and must have consent from the nominee.

Treasurer's Report : Cynthia Holloway stated the financials for April will not be finalized until next week. The April and May reports will be covered next month.

Committee Reports:

ARC: Wyatt Harris reported that four (4) applications were received, but none have been approved yet.

CBIC: Glenn Rayfield reported on year two of the five (5) year landscape plan. The clubhouse grounds will be finished and Reserve Way near the cul-de-sac will be started. Other areas of interest include naming the green space around the pavilion, adding planters to the front porch and pool area of the clubhouse and supplying electrical power to the pavilion.

Social Committee: Debbie Misiag reported on several activities. The Easter egg hunt which included residents of Elan and the Verena was successful . Participants ranged in age from 18 months to 13 years old. Hundreds of eggs were hidden.

Weather permitting the Reserve plans to celebrate Earth Day on April 25th at 3:00PM outside the clubhouse. Kite flying, composting and other activities are planned along with grilled foods, snacks and drinks. We will also kick off the **Bags to Bench** campaign in which our goal is to collect 500lbs of plastic and if successful we will be awarded a bench from the Trek company, free of charge.

Facilities: Lucy Kasmarik reported that the committee is waiting for bids to be returned for clubhouse repairs and maintenance.

Manager's Report:

The vehicle towing policy and pool rules and regulations are going to Sue Tarley for legal review.

By monthly area inspections are occurring especially along the walking path. It has been brought to the Boards attention that large piles of dirt, recyclables, and waste have been deposited. Please report any unauthorized dumping along the trail to management.

Management has also noted some unapproved modifications to residences /properties and is receiving calls about erosion issues. Remember erosion on personal property is the HO's responsibility.

New Business:

Portable Basketball Goals:

The goals may remain in place through Labor Day 2021.

Review of Walking path:

See above under manager's report. Grass Roots grounds company quoted \$800-\$1000 to clear the areas of debris.

Clubhouse Cleaning:

The cost to clean the fitness room and bathrooms is \$220. The whole club house is \$275. The board will discuss options.

Review of pool pergola repairs: Certa Pro quoted \$831.15. We will obtain additional quotes.

Review of Ratifications:

WUC for new fencing rules along walking path. Motioned to approve by Wyatt Harris. Seconded by Wendy Hamrick. It was Unanimously carried.

WUC for budgeted monies for year two (2) of the five (5) year landscape plan. Improvements and plantings will to be done by Grass Roots for \$10,100. Motioned to approve by Wendy Hamrick. Seconded by Wyatt Harris. It was unanimously carried.

WUC for revised Continental Pools contract:

The annual pool contract with the attendant is \$ 18,400. Motioned to approve by Wyatt Harris. It was seconded by Wendy Hamrick and carried unanimously.

Owner comments:

Various comments from HO's regarding appreciation of BOD's and Committee 's work. Additional comments heard on the following subjects: tree mulching, dumping along trail , dog waste left on lawns and common area, erosion and path use by non-Reserve HO's .

Executive session: No executive session was warranted.

Adjournment:

Cynthia Holloway motioned to adjourn the meeting. It was seconded by Wendy Hamrick and was unanimously carried.

Meeting Adjourned at 8:45PM

Wendy Hamrick
Recording Secretary Date

Linda Rayfield
Vice-president Date