

# SEASONS TRACE SINGLE FAMILY ASSOCIATION

## Quarterly Meeting Minutes

February 12, 2017

**Opening:** The regular quarterly meeting of the STSFA was called to order at 6:34 PM by President Tricia Sorrell.

**Present:** Ted Johnson, Kim Overton, Blake Rochelle, Tricia Sorrell, Brian Sorrell, Ro Seaman and Pierre Forget. Quorum was determined and met.

**Recognition of Public Comments:** There were no public comments at this time.

**Presentation of October meeting minutes:** The October 9, 2017 STSFA meeting minutes were approved unanimously and will be posted on the STSFA website by Blake.

**2018 Budget Discussion-HOA Management Contract:** Brian priced three local management companies and Berkeley's contract was least expensive. The STSFA has received excellent service from Berkeley's representative Pierre Forget for many years. Ted moved that we add Architectural Review to Berkeley's contract, not to exceed a total contract cost of \$7500. The motion passed unanimously.

**Treasurer's Report:** Pierre updated the Board about the current HOA income and expenses. The treasurer's report was adopted unanimously.

**JCC Good Neighbor Grant:** Ted wrote a grant procuring \$500 from JCC to match the value of \$500 worth of volunteer hours. Volunteers have already provided 7 out of 21 hours. Ken and his crew plan to clear debris from storm water ditches. The grant work report must be submitted to JCC by April 1. Ted moved that the Board provide not more than \$75 of HOA funds to provide refreshments for volunteers on this grant project; the motion passed unanimously.

**JCC Community Clean-up Day:** On April 14, volunteers will meet at the clubhouse at 10:00 AM. Ted moved that the Board provide not more than \$50 for refreshments for volunteers, and the motion passed unanimously. Brian hopes to bring soccer team members to help.

### Old Business

**Recreation Association:** Tricia reported that the Recreation Association Board has voted to close the Rec website to save money. Rec Association information will be available on a tab on the Single Family website. Multifamily will have a link from their website to the new location. The Rec Board is required to have a minimum of three Board members. At the January meeting, no one offered to be a new candidate for the board, so for now the Board will function with the Presidents of Single Family and Multifamily, and Ed Robbins, who was appointed. The length of term for Rec Board members is 1 year according to the bylaws.

**Architectural Review:** No requests were received since October, 2017.

### **NEW BUSINESS**

**Recreation Association Issues needing to be addressed immediately:** Tricia reported one spotlight is being repaired and another one being installed to light the clubhouse parking lot. A portion of the fence around the athletic courts has been pulled up and needs to be fixed. After conversations with

JCC police, Tricia reported they said that Seasons Trace is one of the safest neighborhoods in the Williamsburg area.

**Community Yard Sale in Seasons Trace:** The date is set for Saturday, May 12 from 8:00 AM to noon. Ted moved that the Board provide not more than \$40 for advertisements for the yard sale. The motion passed unanimously and Pierre will place the ads.

**New bylaws and covenants:** A resident asked about the progress of the new bylaws and covenants. The Board discussed the fact that the draft document still needs to be revised and finalized before it is put to a neighborhood vote. The committee (Ted, Blake, and Ro) will meet to move this project forward with Pierre and a representative from the law office.

**Executive Session:** The Board moved into executive session at 7:35 to discuss financials and the registered agent. The Board came out of executive session at 7:58. Ted moved that Berkeley should take corrective action for the specific accounts discussed in executive session. The motion passed unanimously.

**Adjournment:** The meeting was adjourned at 8:00 PM by Tricia.

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