# SEASONS TRACE SINGLE FAMILY ASSOCIATION

## Meeting MinutesDecember 9, 2013

### Opening:

The regular monthly meeting of the STSFA was called to order at 6:47pm on
December 9, 2013 by Jeff Herrick.

### Present:

Wendy Anthony, Jeff Herrick, Ted Johnson, C.J. Jones, Celeste McCartney, and Ro Seaman with James Bowles and Steve Whaley absent. Quorum was determined and met.

# A. Agenda

The agenda was sent via email to the Board by Jeff Herrick and distributed by C.J. Jones at the meeting.

# B. Approval of Minutes

The minutes of the previous meeting on October 14, 2013, were read by Celeste McCartney and reviewed by the Board. There was a motion to approve minutes by Ro Seaman and seconded by Wendy Anthony. The motion was unanimously approved and the minutes transferred into record.

# C. Treasurer’s Report

The End of Month summary for end of November 2013 was distributed and read by C.J. Jones. Specific items discussed:

 1.) We are doing okay. Legal fees have increased.

 2.) C.J. stated that aged receivables are slowly decreasing.

 3.) Clarification of check written to Recreation Association from Single Family General Maintenance fund was given freely and not required or requested to be paid back. C.J will separate this out as individual line item.

A motion was made to accept the Treasurer’s Report by Celeste McCartney and seconded by Wendy Anthony. The motion was then passed unanimously.

# D. Officer Elections

 1.) Voting of Board members voted in for 2014:

President: Steve Whaley

Vice President: Ted Johnson

Treasurer: Rowena Seaman

Secretary: Celeste McCartney

Architectural Chair: Jeff Herrick

# E. Open Forum

1.) Jeff Herrick spoke to a member of Winter Park sub-committee with reference to junk cars, etc. Due diligence must be completed and documented by Winter Park committee. The STSFA HOA Board will support Winter Park as our covenants allow.

 2.) Doggy poop stations: We would be allowed 1 free station by James City County after correctly answering JCC clarifying questions (cleaning, disposal, refilling, etc). A motion was made by Wendy Anthony to install the 1 station at the corner of the Recreation area as a pilot station without a trash receptacle. The motion was seconded by Ro Seaman. The motion passed unanimously.

 3.) Ted Johnson reported that 1 additional household was added to the directory.

4.) As a continuation of Hire Your Neighbor: all proposals must be Board approved before being posted on the website.

5.) The Winter 2013-2014 newsletter will be posted in January.

6.) Kudos to Wendy Anthony and her helpers for the front sign holiday decorations.

7.) Send Steve Whaley improvement project proposals for 2014.

8.) James Bowles tendered his resignation as Architectural Chair and Board member in writing due to his relocation away from our area. We wish him all the best in his new endeavors.

9.) C.J. Jones told the board of his impending retirement. C.J.’s replacement has been chosen and will be in attendance beginning at the next Board meeting. C.J. will be in attendance for a couple of months to ensure a smooth transition. We thank C.J. for all of his hard work and guidance over the years and wish him well in his retirement.

# F. Next Meeting

Jeff Herrick reminded the board that the next meeting will be January 13, 2014 at 6:45pm.

### Adjournment:

A motion was made to adjourn the monthly meeting of the STSFA by Ro Seaman and seconded by Wendy Anthony. The motion passed unopposed. The meeting was adjourned at 8:02pm by Jeff Herrick.

Minutes submitted by: Celeste McCartney