

## **CROMWELL PARK AT SALEM BOARD OF DIRECTORS MEETING**

**DATE: November 12, 2015 at 6:30**

### **Board Members**

Present: Beth Hendry, Nicole Keros, Brett Poyner, Gary Scott

Absent: Charles Brisbin (Chuck)

**Also present:** Jennifer Copeland, Community First Management

**Annual Meeting:** Unable to hold meeting due to attendance requirements (22 out of 67)

**Motion:** Approval of September 2015 minutes

- motion to accept by Brett Poyner seconded by Beth Hendry

### **Owners Forum**

Homeowner expressed concern about decorating front of neighborhood gate and/or entrance signs for the holiday. Board agreed for ideas to be sent to Jennifer and permission to decorate the gates will be given as long as the wreaths fall within the community guidelines.

Homeowner offered idea of replacement of gazebo with neighborhood play area instead of replacing with gazebo. Board will take this suggestion into consideration when discussing options.

Homeowner inquired about termites on the property. Other companies have indicated that the processes used by Forrest are not effective. Board will discuss options for homeowners moving forward.

### **Treasurer Report**

Reserve Balance - \$317,484.34

On budget to finish the year positively.

### **Architectural and Covenants Committee**

One due process hearing was completed in September. No requests have been made since.

### **Landscape Committee**

James River completed bush trimming on November 12, 2015 for final fall pruning. If homeowners have concerns, please send photos to Jennifer and concerns will be addressed.

November leaf removal has begun and will continue into the week of November 16<sup>th</sup>. Again, if leaf issues are a continued concern, please forward photos to Jennifer and concerns will be addressed. Another removal will be scheduled closer to the Christmas holiday.

Tree removal updates were shared – 4 bids will be collected to remove and replace trees during upcoming year. Issues with replacing large bushes will be monitored as it is a cost that will be considered in the future.

Reseeding of the property will be discussed in the spring. No reseeding occurred this year.

### **Pond Committee**

One aerator was clogged and fixed during the month of October. Nothing additional was noted.

### **Website Committee**

No new information was added or changed to the website.

### **Pool Committee**

Season ended successfully.

### **Managers Report**

Proposals for pipe collars are being collected. Within the neighborhood, many collars are needing to be replaced. Previously replaced collars will be checked to ensure process was done correctly.

Proposals for water cut off valve locations have been collected. This is being done to ensure that the main water to the buildings can be shut off in the event of an emergency. Additional information to homeowners will be forthcoming.

Fence completion has been difficult. The Dam Neck portion has been completed, but the gate to the New Castle subdivision has not been completed. It should be completed by November 23<sup>rd</sup>.

Proposals for beautification of the front sign were provided.

Gazebo proposals are being collected. The gazebo is currently rotting and needs to be replaced, rebuilt, or repaired.

Five fences that were damaged by James River have been replaced but not completed. Should be completed by the beginning of December.

Suggestions for maintenance of pond pumps was provided by Solitude Lake Management.

### **New Business**

Acceptance of IRS Resolution

**Motion:** Acceptance of Excess Income to be applied to following year's assessment

- motion to accept by Beth Hendry and seconded by Nicole Keros

### **Unfinished Business**

Fencing options - replacement or sealing

Gazebo project – options and budgeting, waiting on proposals

Main gate signage – beautification options: power washing and painting

Pipe Collars – waiting on proposals

Water Valve Shut Offs – waiting on proposals

**Board went into Executive Session at 7:15 .**