



Meeting of the Board of Directors

January 21, 2016

Minutes of Meeting

The Board of Directors met at 10:00 a.m. with all directors present, namely Justice Keller, Mary Parsley, Bill Brown, Leslie Rutherford and Tim Raub.

Justice explained that this meeting is our annual reorganization, with election of officers and appointment of committees. Justice welcomed the new directors Leslie and Tim to their first meeting of the board.

The minutes of the November 9, 2015 board meeting were reviewed and approved as presented. The minutes of the December 7, 2015 Annual Meeting of Homeowners were distributed and reviewed. At the annual meeting, the Board presented the 2016 budget, which included the homeowner assessments for 2016. The assessment invoices to homeowners will be mailed in the next few days.

Bill presented the financial statements for the year ended December 31, 2015. There was a 2015 operating surplus of \$4,293, that was designated to be moved to our reserve fund to partially rebuild some of the funding used in 2014 for the detention pond project. Once 2016 assessments are substantially received, Bill will transfer \$4,000 to our Reserve Fund account.

After discussion of the officer positions, the board unanimously elected the previous officers to serve their positions for 2016, the officers being:

Justice Keller, President

Mary Parsley, Vice President

Bill Brown, Secretary/Treasurer

Justice will review an annual engagement letter agreement with counsel Hindman-Sanchez, to select the terms of our retention of that firm to serve as counsel to the board in 2016.

The Design Review Committee for 2016 was designated, retaining service by Ron Blair and Greg Miller, and adding Allen Rutherford; all members being homeowners in The Orchard subdivision.

Bill presented a letter prepared as written notice that a fence previously constructed on Lot 22, along the emergency access lane, protrudes onto HOA property. The fence location was approved by the Design Review Committee in 1994, and the letter is to provide the current owners with information about the terms of the fence location approval. The Board unanimously approved issuance of the letter, which is attached to these minutes.

Justice summarized several projects will be undertaken in 2016:

1. Policies and Procedures Manual - final review and adoption of draft prepared and reviewed by counsel in the prior year;
2. Review of governing documents with legal counsel, with preparation of revisions proscribed by current law and/or best practices;
3. Reserve Funding Study – to analyze capital expenditures that will be needed in the future, notably to replace the perimeter fence owned by the Association.

The next meeting of the Board will be at 1:00p.m. on Saturday, February 20, 2016. Additional meetings were scheduled as follows:

Meetings of the Board: March 11, June 10, September 9 and December 9, 2016.

Annual Picnic: August 20, 2016

Annual Meeting of Homeowners: November 29, 2016

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

William E. Brown, Secretary