

RAVEN POINTE HOMEOWNERS' ASSOCIATION, INC.

Annual Meeting Minutes

January 13, 2014

CALL TO ORDER:

Tom Tandy called the 2014 annual meeting of the Raven Pointe HOA to order at 7:00 PM at the Millwood Station Fire Hall Bingo Room. After a welcome and a thank you to all in attendance and an introduction of the current Board members by Tom, the homeowners then introduced themselves.

ATTENDEES:

Present at the meeting were:

- Tom Tandy – President
- Jeff Weiss – Vice President
- Leslie Kibbe – Secretary
- Lori Kovich – Treasurer
- Clyde Vaughn – Director
- XX Homeowners representing YY residences. (attaching list to file copy)

REVIEW AND APPROVAL OF MINUTES FROM THE 2013 ANNUAL MEETING:

The minutes from the Annual Meeting held on January 14, 2013, were distributed and reviewed by all in attendance. Motion to approve the minutes was made and seconded. Motion carried.

TREASURER'S REPORT:

HOA total account balance as of the December 31, 2013 statement is \$25,115.31. All dues owed were collected in 2013. About 95% of disbursements pay for the electricity to light our streets and The Ravens sign at Inverlee and Millwood Pike. Dues will be \$95 in 2014, the increase paying landscaping expenses around our entrance sign at Inverlee and Taggart and also for liability and hazard insurance. There were no questions. Motion to approve the Treasurer's report was made and seconded. Motion carried.

2013 ANNUAL REPORT GIVEN BY TOM TANDY:

- The Board of Directors held an Annual Meeting open to all Raven Pointe owners on January 14, 2013 at the Millwood Fire Station Bingo Hall where a new Board was elected, new HOA By-Laws and Complaint Form were introduced and discussed.
- This Board met 6 times throughout the year and carried out business many other times via email.
- 2013 dues have been paid by all home and lot owners (other than Glaize)
- There are currently 102 homes and 12 lots, including 11 owned by Glaize. This is an increase of four homes during 2013. The next section to be developed will be completing the cul-de-sac on the southern end of Summerfield Drive (eleven lots). According to JP Carr, VP of Glaize (developer), there will be a total of 150 homes in RP when finished. There is one more section called Raven Oaks on the other side of Inverlee (where the dirt pile is). It could either be 70-80 single family homes or 160 duplexes, retirement homes. But "years away", though.
- Two newsletters were issued, one by mail, one by email.
- The HOA filed a 2012 Federal tax return, paid annual dues and filed the 2013 Annual Report to the Virginia State Corporation Commission.
- Lori Kovich has kept the community directory updated, given copies to those who want to be included, and sent new directories when requested. There are currently 80 households included. She has also maintained an email distribution list containing 88 contacts representing 75 homes and sent messages to that list when asked. Thank you, Lori, for all your efforts on our behalf.
- Lori Kovich sent HOA disclosure packets (HOA bank reconciliations, annual budget, whether dues have been paid, covenants, and other info requested by lending institutions, realtors and settlement agents when a sale or refinance occurs) 10 times this year.

- Webmaster Pete Sherman posted all Board minutes including Financial Statements, newsletters, announcements of upcoming events, Articles of Incorporation, Deed of Dedication, By-Laws, Complaint Procedure, and much more on the Raven Pointe website (www.ravenpointehoa.org) which has become the primary communication tool for our development. He also reregistered our HOA domain. Thanks Pete Sherman for creating it and for keeping it current.
- RPHOA initiated a letter to our district's Frederick County Supervisor Gene Fisher over signatures from both RPHOA and Raven Wing HOA requesting both Frederick County and VDOT give attention to traffic safety issues at Millwood & Custer, Millwood & Inverlee, Senseny & Crestleigh, and Dewberry & Kinross. A meeting attended by Supervisor Gene Fisher, VDOT resident (five county) administrator Clifton Balderson, RWHOA President Scott Naylor, RPHOA President Tom Tandy and RWHOA past president Howard Miller was held on May 20 resulting in installation of 3-way stop signs at Kinross and Dewberry and the other needed safety improvements being recognized and placed in the "pipeline" to be addressed.
- Called Shenandoah Valley Electric Cooperative to replace all burned out lights when informed by residents – perhaps five times during the year – and VDOT to sweep our streets clean of the gravel spread last winter to increase traction.
- We have stayed in touch with Scott Naylor, President of Raven Wing HOA, in an attempt improve communications and cooperation between the two communities and maintained a working relationship with JP Carr, Vice President of Glaze Developments, Inc., the developer of Raven Pointe.
- Our plan to establish Raven Pointe as a Neighborhood Watch Community is still on hold because of the adverse publicity in the Florida death.
- The Board continues to send meeting notices to those on email list, posting minutes and financial information on our website to satisfy legal requirements.
- There was NO vandalism to Inverlee entrance sign for the third year in a row! Egging and fruit bombs are still a problem and we had several incidents of doorbell ringing & running in the middle of the night. Residents were asked to keep outside lights on all night to help discourage vandalism.
- Assisted many owners with questions, made phone calls, wrote letters, did what was asked when owners sought help. It was a productive year.
- Finally, thanks to many residents for their acts of kindness during the year: Philip & Monica Schultz for mowing around the Cahille RP entrance sign; Brenda Goodwin for being our unofficial welcoming person; Leslie Kibbe for weeding around The Ravens sign, Gerald Reynolds, Scott Forek, Kelli Weiss and Clyde Vaughn for mowing beyond their property lines to help the neighborhood look neater, and especially to Alex Hewes for untold hours of pro bono administrative assistance and to Lori for all she did to keep this association effective, in compliance and informed.

ELECTION OF 2014 BOARD OF DIRECTORS:

- Tom reminded attendees that Board members serve for one year only.
- Leslie Kibbe, a Director for nine years; Lori Kovich, a Director for two years; and Jeff Weiss, a Director for one year all offered to serve another term if elected. Tom Tandy nominated them and also nominated Pete Sherman, a past Director who still attends the Board meetings and is the current web master for the RPHOA web site. The nominations were seconded from the floor.
- Tom then nominated Don Schwab, 235 Summerfield Drive, who was out of town but was willing to serve. That nomination was also seconded from the floor.
- Attendees were asked if anyone present wanted to be nominated to serve on the Board. Hearing no volunteers, a motion to close nominations was made and seconded, and the five nominees were elected by acclamation.

OPEN FORUM/NEW BUSINESS:

- Theora Zulka an owner present asked if renters could be included in the RP Directory and on the email distribution list. The new Board will consider that question and respond accordingly.

- Several owners voiced disappointment that there wasn't a neighborhood social in 2013. Jeff Weiss talked about how difficult it is to find a time that residents are in town and the weather was good. Brenda Goodwin offered to help survey residents to find a time when the most could attend. Most present were enthusiastic about having a social in 2014.
- Kelli Weiss suggested that there should be a contact on the Board that residents could call when construction accidents occur causing outages and other inconveniences. The Board will attend to this.
- Scott Harris noted that his garage door has opened several times in the middle of the night and wondered if anyone else was having that problem. Several possible reasons were shared.
- There was much discussion re the remaining 36 lots to be developed in RP (extension of Summerfield in both directions, extension of Cahille and Taggart to join Summerfield). Tom had a map showing all the lots in a completed Raven Pointe and shared it with those interested.
- Neighborhood traffic safety issues were discussed and the eventual extension of Inverlee Road to connect with an upgraded and straightened Greenwood Road was described.

ADJOURNMENT:

Hearing no further questions or discussion, a motion for adjournment was made and seconded. The meeting was adjourned at 8:10 PM.

Respectfully submitted by:

Leslie Kibbe – Raven Pointe HOA Secretary