

Raven Pointe Homeowners Association

Meeting Minutes

May 14, 2019

Present: Bill Melvin, President
Joe Dewald, Vice President
Valerie Kramer, Secretary
Natalie Evernham, Treasurer
John Noland, Director (via telephone)
Alex Hewes, Lot Owner

At 7 :04 pm Bill Melvin called the meeting to order.

Bill Melvin offered a proposed agenda for the meeting and thereafter moved to approve the proposed agenda. Natalie Evernham seconded the motion and the motion carried.

Bill Melvin next moved to accept the minutes of the previous regular Board meeting as written. Natalie Evernham seconded the motion and the motion carried.

Treasurer's Report

The balance of the checking account as of April 30, 2019 was \$46,430.60. Bill Melvin moved to accept the Treasurer's Report. Valerie Kramer seconded the motion and motion carried.

Natalie Evernham reported that she received the last outstanding HOA Dues. The HOA Dues for 2019 are now fully collected.

Natalie Evernham requested to set up an "Autopay" with Rappahannock Electric Cooperative as was done with Shenandoah Valley Electric Cooperative to cover the streetlights. There have been four streetlights installed on Taggart and Summerfield extensions which will be maintained by Rappahannock Electric Cooperative. The existing lights in the Raven Pointe community will remain under the Shenandoah Valley Electric Cooperative account. Each streetlight has its own account.

The Board agreed to her request. Natalie will contact Rappahannock Electric Cooperative and make the billing arrangements.

Old Business

Incorporate.com

Alex Hewes reported that ***Incorporate.com*** has been officially hired for the Raven Pointe Homeowners Association. As discussed at the March 4, 2019 Board Meeting, ***Incorporate.com*** is a professional corporation to serve as the Registered Agent for the HOA.

The Carper Valley/Governor's Hill Project

Bill Melvin reported that soliciting the Raven Wing HOA President for support and opposition to the proposed rezoning, and posting information regarding the project on the website, proved to be successful! The County Board of Supervisors announced there would be "No changes" at this time. The RP HOA will continue to watch for any proposal in the future.

New Business

Drainage issue at 103 Cahille

Dr. Kim Silver, homeowner at 103 Cahille has contacted the HOA regarding sump pump drainage onto their property. The sump pump pipe is extended from the corner house (borders Kinross and Cahille) next door and flows directly into the lot at 103 Cahille. The result is a pool-like residual of water that remains.

The Board discussed the issue of who had responsibility for fixing the problem. At this point the HOA will encourage the homeowners to talk it over with each other and figure out a solution.

Separate from that, the Board is considering whether and/or what kind of policy that it might adopt to deal with any easement encroachment issues in the future.

Home Improvement Projects Written Approval

Bill Melvin has responded to the requests (past to present) for home improvement projects. He sent the **Raven Pointe Guidelines for Home Improvement Projects** to them. The format for the requests for approval and the required information is easily obtainable on the HOA website for any future reference.

Transfer of HOA Dues

Now and in the future as new homes are being built on Taggart and Summerfield, the Board needs to be vigilant regarding the transfer of the HOA Dues responsibility. A lot was recently transferred from JP Carr to Foreman Builders. The Board is looking into the status of the HOA dues for that property.

Handling of Homeowner Complaints

Addressing Homeowner Complaints will remain the responsibility of the HOA Board only. Brenda Goodwin as the "Welcome Person" for the Raven Pointe Community is contacted on occasion by concerned homeowners. Under a previous understanding, Brenda refers the complaint to Bill Melvin for Board handling so that whatever policies or procedures are involved, there is a direct communication between the Board and the homeowner.

The meeting was adjourned at 8:04 pm.

Respectfully submitted.

Valerie Kramer, Secretary