

Raven Pointe Homeowners Association
Meeting Minutes
September 4, 2018

Present: Bill Melvin, President
Joe Dewald, Vice President
Natalie Evernham, Treasurer
Brandy Schwab, Secretary
Valerie Kramer, Director
Alex Hewes, Lot Owner

At 7:02, Bill Melvin called the meeting to order.

Joe Dewald moved to approve the proposed agenda as final. Valerie Kramer seconded and the motion carried.

Joe Dewald moved to accept the previous minutes as written. Natalie Evernham seconded and the motion carried.

TREASURER'S REPORT

The balance of the checking account is \$41,993.

All the 2018 dues have been collected.

NEW BUSINESS

Kibbe Pool

Complaints were received regarding the Kibbe's pool. A full discussion followed about the situation. Brandy Schwab moved to continue the investigation into claims of possible violation(s), to appoint the president to take the lead in pursuing it and to discuss it at the next meeting. Joe Dewald seconded and the motion carried.

Proposed Lot Improvements Procedure

Brandy Schwab prepared a draft form for lot owners to use when requesting approval from the Board for improvements which was distributed for review and discussion. Bill Melvin moved to include the HOA approval form on the website as amended during the discussion. Joe Dewald seconded and the motion carried.

Representative for the HOA with the State Corporation Commission

The cost to hire a company to represent our HOA with the State Corporation Commission is around \$245 per year. Bill Melvin moved to get more information and discuss it at the next meeting. Joe Dewald seconded and the motion carried.

Review Deed of Dedication

Notes added to the DoD by the former president are being turned over to our legal counsel to review so that he may advise the current president.

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The Ravens Sign on Route 50

The sign has been fixed at a cost of \$1,125.00. Bill Melvin moved to approve the actions taken to fix the sign. Joe Dewald seconded and the motion carried.

Landscape Budget

The budget currently includes \$250 per year for landscaping. Bill Melvin moved to explore the possibility of finding someone to hire to weed and trim the landscaping around the sign at Inverlee and Taggart and for Joe Dewald to spearhead this effort. Joe Dewald seconded and the motion carried.

Annual Picnic

Bill Melvin will purchase meat. Brandy Schwab will bring water and send an email out with a reminder and details of the picnic.

Board Members' Willingness to Serve Another Term

All members expressed a willingness to serve another term except Brandy Schwab. She did agree to be elected if no one came forward willing to serve before or during the Annual Meeting, but will resign at the next Board meeting.

This subject brought up the need for an Operations Manual, especially for the offices of Treasurer and Secretary. Brandy Schwab and Natalie Evernham agreed to work on one.

Website

Due to a high number of contacts being made by people seeking payment and information from a Raven Pointe neighborhood in North Carolina, Pete Sherman will be asked to add "Winchester, Virginia" to the web page.

Communication with Lot Owner

Brandy Schwab moved to instruct Bill Melvin to send a letter to David Kibbe advising him that he is in violation of Article 7, Subparagraph 9 of the Deed of Dedication. Bill Melvin seconded and the motion carried.

The meeting was adjourned at 8:59.

Respectfully submitted,
Brandy Schwab, Secretary