

Raven Pointe Homeowners Association

Meeting Minutes

March 4, 2019

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

At 7:00 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 motion carried.

Treasurer's Report

The balance of the checking account as of February 28, 2019 was \$47,578.34. Bill Melvin moved to accept the Treasurer's Report. Valerie Kramer seconded the motion and the motion carried.

Natalie Evernham reported that there was still one homeowner with outstanding HOA dues. Alex Hewes suggested that he would send a reminder email to the homeowner, before pursuing any further legal action.

New Business

Appointment of Jon Noland

Bill Melvin made a motion to appoint Jon Noland to fill the vacancy on the Board of Directors as set out in the Deed of Dedication (By-Laws at Article VI, Section 5.) The motion was seconded by Natalie Evernham and the motion carried.

Incorporate.com

Incorporate.com will be hired as a professional corporation to serve as the Registered Agent for the HOA. The corporation would provide the following services: (1) A consistent corporate presence for the HOA; (2) A more professional business-like presence for the HOA; (3) The HOA will stay current on changes to the laws regarding corporate registrations; and (4) The HOA will receive legal notifications addresses to the HOA. The cost for these services would be \$235 for the year. The reimbursement check of \$235 was provided to Alex Hewes who will use his law firm credit card to pay the annual fee.

Bill Melvin moved to accept ***Incorporate.com*** as the Registered Agent for the Raven Pointe HOA. The motion was seconded by Joe DeWald and the motion carried.

The Carper Valley/Governor's Hill Project

Bill Melvin and Alex Hewes recently attended a County Board of Supervisors' (CBS) meeting discussing a parcel of land at The Carper Valley/Governor's Hill Project that involves three developers. If the land location off Route 50 East would be developed into a residential townhouse community, there would be major traffic concerns. If the land was developed for any industrial use, there would be a concern for light industrial trucks impeding the traffic flow as well. The flow of traffic would impact the medium into and out of the Inverlee Way entrance into The Ravens.

Joe DeWald discussed a possible entrance consideration off Prince Frederick Drive. The question would be whether the County Sheriff's Office opposed it? Would the traffic be problematic for them?

Bill Melvin is going to obtain a copy of the 75-page document regarding the property development. The objective for Raven Pointe HOA would be to (1) investigate further (2) advertise via the website to the lot owners as well as email (3) contact Raven Wing HOA to ensure they are informed and supportive (4) prepare a written opposition to be presented the CBS and (5) maybe Bill would make a presentation to CBS regarding traffic concerns and not contacting VDOT directly. The discussion included questions about VDOT involvement in the zoning aspect and the suggestion of reviewing and discussing the 75-page document at a future meeting.

Bill made a motion that The Carper Valley/Governor's Hill project be further investigated. The motion was seconded by Jon Noland and the motion carried.

Old Business

Kibbe Pool

Alex Hewes shared a phone conversation with Dave Kibbe regarding the addition of a shed placed on his property. In his original plans for a swimming pool he did not include the replacement of the shed. He had been approached and required to submit a signed Raven Point Guidelines for Home Improvement Projects form. Prior to the conversation, he was overdue on the form submission. Dave explained that because a shed originally had been on his property prior to the pool installation, he didn't feel that it was an "addition" needing approval. Alex clarified to him that "it was considered a new addition." Dave promptly submitted the signed form. No further action needed to be taken.

However, the unfinished business regarding the easement at the side of the house has still not been resolved. If in fact, the ground adjustment that was done for the pool installation would be impeding to the drainage, what, if any, is the legal responsibility and authority of the HOA to take action? This issue, as it applies to all Lot owners, will be explored further.

Dr. Kerry and Pam Jones' Shed

Approval was granted to the above for their shed request after they complied with the HOA application guidelines.

Alex Hewes Reimbursement

Bill Melvin moved that Alex Hewes be reimbursed for postage (receipt) used for correspondence on the HOA Board's behalf. The motion was seconded by Jon Noland and the motion carried.

Unanimous Written Consent of Directors Form

This form will be used in the absence of a HOA Board Meeting. The form will enable the board to approve or disapprove pending requests by homeowners, without the delay or waiting until the next time the board convenes.

Bill Melvin moved that the Unanimous Written Consent of Directors Form received from Dave and Tiffaney Kibbe and Dr. Kerry and Pam Jones be included into the record. The motion was seconded by Jon Noland and the motion carried.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Valerie Kramer, Secretary