

Raven Pointe Homeowners Association  
Meeting Minutes  
October 14, 2019

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

At 7:03 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. Joe Dewald seconded the motion and motion carried.

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

#### **Treasurer's Report**

The balance of the checking account as of October 9, 2019 was \$42,373.02. To date all checks have cleared except to Rappahannock Electric Cooperative.

Bill Melvin moved to accept the Treasurer's Report. Bob Puttock seconded the motion and the motion carried.

#### **OLD BUSINESS**

##### **Election of Officers**

Bill Melvin nominated the following officers for 2020: Joe Dewald, Vice President, Natalie Evernham, Treasurer, Valerie Kramer, Secretary, Bob Puttock, Director. The Board accepted the nominations and elected each to their positions. Joe Dewald nominated Bill Melvin as President. The Board accepted the nomination and elected Bill Melvin as President.

All the directors will have signature authority. The Clark County Bank will be contacted and arrangements will be made to update the signature card on file.

### **Homeowners 2020 Annual Dues**

The Board discussed that the balance of the HOA checking account should always reflect an increase in income over expenses. In the future, the possibility of an increase would be considered.

Bill Melvin moved that the Homeowners Annual Dues for 2020 remain at \$80.00. The motion was seconded by Joe Dewald and the motion carried.

### **Collection of HOA Dues**

Brandy Schwab presented a Policy and Procedure guideline for the annual dues collection. The policy along with the examples of the billing statements, were distributed to the Board for their review and discussion. The Board approved the statements and will begin using them for the upcoming 2020 annual dues collection. The Board extended their appreciation to Brandy.

The HOA is only responsible for the address on file to send the statements. The homeowner must notify the HOA of any changes for receiving their mail.

### **Assistant Treasurer Position**

Brandy Schwab, by title only, will become the Assistant Treasurer. She will not have any signature authority. Bill Melvin nominated Brandy. Joe Dewald seconded the motion and the motion carried.

### **NEW BUSINESS**

#### **Homeowners Dispute**

The Board was briefed by the President as to the current status of the dispute and his site visit. After discussion, the resulting decision was for the President to send a written communication to the Lot owner who is making landscaping changes, regarding the need for assurances that the flow of water through the drainage easement between the properties will remain unimpeded by the proposed landscaping changes now and in the future. The President will also reach out again to the developer with regards in cleaning drains that may be blocked with debris on the adjacent unsold Lot.

### **Annual Meeting Issues**

Bernie Wilhite on Killaney Court has continued to witness the racing of cars on Inverlee. The racing is not only a nuisance, but dangerous. Bill Melvin contacted the Sheriffs Office and their response was to call 662-6162 when it is observed.

There are no plans for a light at the Oakdale Crossing subdivision entrance onto Senseny Road. VDOT did a traffic study. Due to the offset of the subdivisions onto Senseny Road (Oakdale Crossing and Windsor Hill), two traffic lights would need to be installed. The installation of the traffic lights would be very expensive. A possible alternative would be to place Stop signs and/or speed bumps on Senseny Road.

A request could be made to VDOT to possibly install mirrors across from the entrance into Oakdale Crossing. The mirrors would enable drivers to see more clearly traffic approaching from the left.

It is not anticipated in the future of there being a road opening onto Fairfield Drive or Underwood Lane from Summerfield Drive.

The meeting was adjourned at 8:25.

Respectfully submitted,  
Valerie Kramer, Secretary