

Minutes of the Merrymount Board of Directors Meeting – October 11, 2017

The Merrymount Board of Directors met at 3pm on October 11, 2017 at Diana Munsch's house. In attendance were: Doug Sobey, Chair; Diana Munsch, Vice-Chair; Lisa Handy, Director; Richie Heycock, Director; Denise Buckner, Treasurer and Director and Margie Skidmore, Secretary. Guests: Carol Jamison, Wilma Poole, Mike Skidmore and Cindy Taylor. Doug called the meeting to order and welcomed everyone to the meeting.

The minutes of the August 3rd meeting were approved unanimously as received.

COMMITTEE UPDATES

ARC – Wilma Poole, Chair gave the committee report. The committee met October 9, 2017 with Wilma, Lee Guins, Carol Jamison and Cindy Taylor present. The committee discussed property culverts with the following items needed to be added to the ARC guidelines:

1. When installing a culvert pipe, the storm water run-off must continually and freely flow through the culvert pipe to the next adjoining property ditch without obstruction.
2. The diameter of the culvert pipe when covered with soil and whatever material used for the driveway will allow the driveway to be level with the street.
- 3. It is the responsibility of the individual home owner to maintain the flow of their culvert /driveway and ditch(s).**
4. The ditch should be seeded to prevent erosion.

The Committee asked the Board to define what they meant when asking the ARC to make ARC information simpler. It was suggested the use of a check list would be helpful for lot owners who were building a new house. The Committee also discussed that when paperwork for building a home is submitted to the ARC, a copy of the site and house plans should be included, with the house plans returned when the ARC signs off on the final review. The Committee also discussed how to update any covenant guidelines under ARC, with the conclusion of either updating the front page or every page.

There was general discussion of two ongoing projects in Merrymount. The next ARC meeting is December 1, 2017 at 10am at Lee Guins' house.

Audit – No report until later in 2017.

Planning – Mike Skidmore, Chair reported the Planning Committee met on September 28, 2017 with Bill McCall, Lisa Handy and Mike in attendance. The following items were discussed:

1. Fall seeding and grading of the water and electric ditch and purchase of a tree with the cost for both \$325.00 (Tree-\$275.00 and seeding \$50.00). A Chindo Viburnum tree is recommended that would be a deer-resistant, evergreen tree.
2. Committee discussed the expansion of the trailer lot because it has become extremely congested. The trailer lot is over 4 acres in size and approximately one quarter of that is being

used. The Planning Committee recommends a three year plan for its expansion. The first year the trailer lot be expanded to its limits; the second year gravel the expanded area and the third year tar and chip the entire trailer lot.

3. Committee also discussed a multiyear plan for the pavilion area. The first year the committee suggests a circular fire pit/patio area, 12 to 16 foot diameter with a pit in the center. The committee will ask Scott Murray to help with the complete design and recommendation for its location. The committee also suggests a swing set be designed and build for the pavilion area.
4. The committee suggests working on a 10 year plan that would include a possible community center, tennis courts, a putting green and pickle ball. The committee would like to have Scott Murray work with them to develop the 10 year plan.

There was discussion of using millings from the I-85 construction project on the trailer lot. Mike was directed to come back to the board with plans and costs for the proposed projects. Mike requested guidance from the Board for a mission statement and objectives for the Planning Committee as there hasn't been a clear course of action for the committee. **Doug indicated a Mission Statement for the Planning Committee would be developed by the Board.** Mike said the Planning Committee plans to meet quarterly. The Board approved the seeding and purchase of a tree to hide the electrical panel on the pavilion lot.

Roads – Doug relayed information that Debbie Ortiz has discussed the subject of subdivision roads with other developments, but nothing is reported to the Board.

Social – Laura Collins reports the Fall Gathering will take place on Saturday, November 4th at 3pm. There was additional discussion for help from Social Committee members for the Last Friday to be held on October 27th.

OLD BUSINESS

There was discussion of review and determination of 3 bids received to fix six ditches in Merrymount. According to Merrymount ARC guidelines, culverts are not maintained by Merrymount but ditches are considered common areas with mowing and maintenance provided. Denise moved and Richie second the motion to have Tracy Perkinson awarded the job of clearing the six ditches which passed unanimously. Tracy's bid was \$1,100.

NOTE TO PROPERTY OWNERS: For maintenance of free flowing water, please check your culvert and remove debris periodically.

Asking for Volunteers for Social and Audit Committees was successful. Thanks to **Pam Rock** who volunteered for both committees, in so much as Audit meets once a year.

The Secretary asked for approval of three prior Board meeting minutes that were inadvertently not approved. The Board unanimously approved the Board meeting minutes of March 13, 2017, May 1, 2017 and June 15, 2017.

NEW BUSINESS

Social Committee would like to use the shed on the Pavilion lot for storage of items needed for functions. Doug will check with Bill McCall who had loaned the shed for the generator which is no longer needed to determine if Bill plans to move the shed.

Thanks to Bo Jamison, Bill McCall and Brian McHenry for helping get rid of the branch of the tree that fell at the entrance to Merrymount. A dead tree at our entrance has been cut down after Denise sent a note to the land owner for approval for us to take it down.

Camera system may have been hacked which was the cause of a four day absence of power, resulting in no recordings. Todd Schultz and Brian Rock are in the process of rectifying the problem. Todd reported today that the system is 100% operational.

No Wake Buoy – A request for a No Wake Buoy for Hawtree Creek has been asked for by a community member. After discussion, it was decided to have this item on the agenda for the annual meeting in June.

Lawn Mowing – A change to our current contractor requires a 30-day notification if the Board decides to use another contractor. There are several people who may be interested in bidding on the lawn mowing contract and Doug will get them a copy of the contract. There was discussion of changing the lawn mowing contract to show no payment be made if the grass is not cut. It was also discussed that when the lawn at the front entrance is 5" between mowings, we would like to get it cut. Doug said he would ask 3 parties for an estimate for what they would charge for this mowing. This will provide a projected cost to the concept.

Merrymount Website – Action for future updates and handling of the website. Lisa will check with several Merrymount residents to determine if there is interest in assuming the Web Master duties since our present Webmaster, Harvey Power may possibly be leaving Merrymount.

Attorney Response –

1. **Electronic Voting** – Pros are increased participation, greater efficiency, faster results and greater accuracy; primary cons are the possibility of hacking and potential for unreliability of the online voting provider. With the use of Survey Monkey, hacking and unreliability are nonissues. Merrymount Covenants do not provide otherwise so electronic voting is permitted by the Va. Code. If concerned that there may be resistance to electronic voting, Merrymount may wish to amend the Covenants and/or Bylaws but it is not necessary to do so. If someone does not have access to Electronic voting, the usual procedure of a written proxy ballot mailed to those without email (seven lot owners) can be used. This concept is being further investigated by Lisa for the board.
2. **Uninstructed Proxies** – There is nothing in Merrymount Covenants or Bylaws that require that instructed and uninstructed proxy options be offered. However, offering both is considered a

best practice. The primary advantage to an uninstructed proxy is that it provides an opportunity for the member to “vote” by way of his proxy holder on matters that arise at the meeting. The board consensus was to keep both for the future.

3. **Document Retention** – Meeting minutes should always be kept; architectural requests and approvals should be kept indefinitely; contracts with vendors should be kept while they are in force and can be destroyed within a year or two after the contract ends.
4. **Notice of Sub-committee Meetings** – Association members may attend all Board, committee and sub-committee meetings, except during any executive session; notice should be given of all sub-committee meetings as to time, date and place of each meeting; if majority of the owners have access to internet, posting the notices on the website calendar is sufficient. Board meeting minutes are posted to the website but there is no requirement to post any meeting minutes online; the only requirement is that meeting minutes be available for inspection by members.

FINANCIAL REPORT

Denise gave the financial report, indicating two CD's mature 11/11/17. Arrangements were made to have all Board members and the Secretary scheduled to visit Carter Bank to update signature cards on 11/15/17 at 2:30.

The Merrymount Secretary requests that any emails that need to be forwarded to the Merrymount email list should be sent to the following address: merrymount2012@gmail.com as opposed to her personal email.

Next meeting: Wednesday, January 3, 2018 at 3pm at Richie's house.

The meeting adjourned at 5pm.

Margie Skidmore,

MPOA Secretary