

**Magnolia Ridge at Virginia Center
Property Owners Association, Inc.
Board of Directors Meeting
August 11, 2015**

1) **Welcome and Call to Order**

The regular meeting of the Board of Directors of Magnolia Ridge Property Owners Association was called to order by President Tim Parent on August 11, 2015. Our meeting was held at Marriott Springhill Suites Hotel off of route 1.

2) **Quorum Status**

All Board members were present: President Tim Parent, Vice President Charles York, Treasurer Dick Toskes, Director Bernard Cordeau and Secretary John Heyel.

Also present were the association's managing agent Bill Swift (president and owner of Community Partners of Virginia), and Diane Miller (social chairperson).

3) **Approval of Agenda**

The Agenda was approved as submitted.

4) **Disposition of Minutes**

Motion was made by Charles York, seconded by Bernard Cordeau that the reading of the minutes of July 14, 2015 be waived and that the minutes are approved as submitted.

Motion approved: Unanimously.

5) **Reports.**

President – Tim stated that the RFP has been completed and is ready to be mailed to potential bidders on the contract. Several names were given to Bill Swift and Bill will identify two others to receive the RFP. Tim will email the RFP to all board members.

Treasurer: Dick Toskes reported that the association's financial condition continues to be in outstanding shape.

As of the end of July 2015, we have \$389,845 in our cash accounts including \$246,727 that is set aside in our replacement fund. Our delinquent accounts now total \$39,147 which is \$11,238 higher than last month. We have 21 homeowners (out of 415 homeowners) in "collection status" which means they have been referred to our collection agency for potential legal action and if necessary, the filing of liens. Total amount in collection status is \$39,147. We expect this to decrease when the delinquency notices are mailed to delinquent residents.

Treasurer Dick Toskes pointed out that the delinquent dues are a culmination of delinquent dues for the past 15 years and not delinquent dues for only the current year. A delinquent

account is not taken off the books until we are advised to do so by our legal firm. Also, delinquent dues are collected when a house is sold with an outstanding balance.

Quarterly dues were due on July 1st, 2015; payment of your dues should be made to Magnolia Ridge at Virginia Center, c/o Community Partners of Virginia, P.O. Box 60606, Phoenix, AZ 85082-0606. Please use the invoice and envelope that was provided to you.

July key expenditures included management fees (\$3420), Lawn Maintenance (3,288), and Pool supplies \$3,089 and Other grounds \$1,600 (two trees cut down).

Managing Agent: Bill Swift informed the board that Josh was no longer working for Community Partners and that a new manager will be named by September 1, 2015. In the meantime, Bill Swift will assist the board.

Social Committee –

Diane Miller indicated that the movies are being well attended and that the Kona Ice day was also very well attended. The next free hot dog day will be September 7, 2015 (pool closing party). Our community yard sale will be held on September 19 and trash pickup day will be September 26, 2015.

Please refer to our web site for additional social events and information pertaining to them.

Communications: none

Welcome Committee:

Dick Toskes said he delivered 1 new welcome packages since the last BOD meeting and has updated the front page to make reference to the community Facebook page.

Architectural Committee:

Tim requested that he be added to the list of names receiving information to and from the committee.

Neighborhood Watch: Tim indicated that all is going well but that there was one minor incident during the past month involving damage to a mail box.

Pool – Our pool chairperson was unable to attend the meeting. Bernard indicated that he had 4 umbrellas fixed and delivered to the pool. The board has noted some improvement in the guard's efforts to keep the pool area clean and up to our standards.

Dick Toskes arranged for Capital Awning to meet with board members at the pool on August 12, 2012 to discuss cost and installation of a new pool awning addition.

Two new lifeguard stands were installed at the pool and the old ones removed.

6) **Grounds Committee:**

Bernard indicated that he has had the stump problem resolved at one residence request, that he trimmed some trees near the soccer field and that he would fix the fence that is broken.

7) **Member Voices - none**

8) **Unfinished Business:**

Dick requested Bill Swift to issue a letter to all residents requesting them to take certain action to help improve the appearance of the community – fixing mail boxes, cutting grass regularly, removing all trash from driveways and other items. Also, warning letters will be issued to residents to take action on specific concerns noted about their property.

Tim made it perfectly clear that improving the appearance of the community will be a main objective of the board over the next several months and that it will be addressed at each and every board meeting.

John informed the board that he and his committee members are making very good progress on the speed study and have contacted the majority of residents that would be affected on Sherwin and Pruett Lane.

New Business: none

Next Meeting - The next meeting will be held on September 8, 2015 at Marriott Springhill Suites starting at 6:30.

The meeting adjourned at 8:00.

Executive Closed Session

After the regular meeting, the board met to discuss certain other items of concern.

1. The board reviewed a listing of houses with potential violations that was compiled by Bill Swift.
2. The board agreed for Bill Swift to issue warning letters to approximately 12 residents instructing them to repair their mailboxes.
3. The board discussed what to do about fading window shutters and decided to roll over this issue to the next meeting.
4. John Heyel presented an update on his efforts to develop a “five year master plan” for the community. The board decided to hold a special meeting in September to discuss this issue in depth and to develop a course of action (what projects to prioritize, available funds, cost estimated).

