

**MAGNOLIA RIDGE AT VIRGINIA CENTER
PROPERTY OWNERS ASSOCIATION, INC.**

**Board of Directors Meeting
February 9, 2021 – 6:30pm**

President – Christy Sehl (2021)

Vice President – Bernard Cordeau (2021)

Treasurer – Matthew Perryman (2022)

Secretary – Sydney Bernstein-Miller (2022)

Director – Niki Lee (2022)

VIRTUAL MEETING

AGENDA

- I. CALL TO ORDER (President)
Called to order at 6:30 by Christy.
- II. ROLL CALL and QUORUM STATUS (Secretary)
Christy, Sydney, Bernard, Matt and Niki present. Delsherri Shines and Kathleen Byrne present from the community.
- III. DISPOSITION OF MINUTES
A. November 10, 2020 – Approve Minutes
Christy moved to approve; seconded by Bernard – All approved
- IV. REPORTS
A. President (Christy)
Christy continuing to work through transitional web hosting issues alongside new web host manager.
- B. Treasurer
We are under budget according to our actuals. 190k in operating funds. Only slightly down in income. December financials looking good.
- C. Managing Agent
Working through mailers including our upcoming notice of annual meeting.
- D. Committees
- Architectural Review (Angela/Ben/Miguel)
There has been less back and forth issues now that black roofs are approved.
 - Social (Niki)
Thursday will be our first food truck of the year from Grapevine including new menu just for our community. Mardi Gras parade upcoming will include beads, chocolates and candies to celebrate. Still need more car participants. Beignet truck forthcoming, too.
 - Pool (Kevin)
Bernard noticed that the pool temperature was raised to 80 deg in bathroom and has since lowered it back to 50 deg. Unclear who adjusted it so high since the area is secured. We may notice a small jump in electrical costs from that period.
 - Grounds (Bernard)
Bernard painted small sign by fire department off of Virginia Center Parkway. Looking at costs of new front sign materials and gold lettering. We're going to use same materials from the River Mill sign on fire department area sign. \$5,000 for the total job. Need to consider a replacement sign cost in the reserve fund for the future. Only thing currently reflected there for the sign is \$499 repair cost to paint it - not a total redo. Going to look into a second quote.
 - Welcome (Niki)
Niki is going to do a batch welcome packet when the weather clears up.
- V. HOMEOWNER FORUM
Delsherri brought forth issues with hearing racing vehicles consistently every evening, potentially occurring on straightaway in River Mill. She is going to call the county non-emergency line. Christy going to email neighborhood watch representative to see what can be done about monitoring frequent offender racing times of around 8:30/9:00 p.m. most nights. Niki going to ask HH Hunt Manager if they're experiencing any issues. Sydney going to talk to River Mill homeowner if they've heard discussions about it on their Facebook community group. Ideally speed bumps or strips could be installed to lessen racing, but since the roadwork is not yet completed, Henrico County might not comply with those adjustments yet.

VI. UNFINISHED BUSINESS

- A. Ratify Action without Meeting
 - a. Jenn Brown Designs Website Migration
Working through migration issues that have come up.
 - b. Lawn and Landscape Contract
Matt motioned to ratify; Christy seconded – All approved
- B. Repave Asphalt and Walking Trail
Received quotes from 360 Services (total cost was \$63,200) and Total Asphalt (total cost was \$63,470). Cheryl reached out to two other vendors for quotes but didn't hear back.
Walkway not scheduled until 2037, but we can do it sooner.
Board will re-review quotes and discuss again at next meeting. Bernard will look into another asphalt company off of Brook road to see if they have a better quote to compare with.
- C. DesRoches Tax Return Contract
Only need tax services done this year. DesRoches has done our taxes previously, but we need to resign and they only provide option for a 3-year contract. Tax returns will be done this year and an audit will be done the next two years.
Niki motioned to ratify contract; Christy seconded - All approved
- D. New Garbage Service
County Waste has provided quote for 3 trashcans. David Warren hasn't provided a full quote yet and County Waste appears to still be cheaper. Summer months there is more of a need with trash cans. County Waste can provide year-round service for 3 trashcans for \$75/month.
We will also look into another trashcan for the tennis/basketball court.
Christy motioned to approve \$75/month or under spend on trash service; Bernard seconded – All approved.

VII. NEW BUSINESS

- a. Sign Touch-Up
Bernard is touching up firehouse area sign with gold paint.
- b. Glenwood Green walking path
Greenwood Glen would like us to remove the section of path that blocks our community from them and they are willing to remove two or three of our small trees to make the path more accessible. It was discussed that there is not enough benefit to our community to pursue these changes at this time – maybe when the Trolley Trail is officially open. Christy is going to tell Greenwood Glen HOA President Lloyd that we'll pass on his offer for now.
- c. Pool Cards vs. Tablet and picture sign in
We can modernize our pool accessibility by purchasing a tablet to replace pool entry cards. We would need some upfront costs (\$500-\$1,000) and plan for hotspot charge of \$45/month just during summer months. This would allow us to have a pool sign-up day, account ID photos taken on tablet by lifeguard. We currently spend \$400+ on mailings for every swim season. Board agreed to look into modernizing our pool experience with tablet research.
- d. Budget Approval
Pool - Minimum wage increasing leads to increased pool costs. Increase budget for pool to accommodate. Might revisit contract to lessen staff to just two lifeguards. Going to budget for full amount, but look for cost-saving measures where able. Write COVID-clause into pool contract in case occupancy is reduced by governor mandate and we need fewer guards. \$8,000 increase.
Cost saving through water, light repair and pool maintenance reduced due to cheaper alternative actions taken this past year. Can use some of rollover funds from this year to cover pool tablet.
Matt motioned to approve budget; Christy seconded - All approved
- e. Transfer to Reserve Fund
Updated this year to make as accurate as possible. Previously some questions about accuracy (dates and values) of reserve study done in February 2020. We were only funded up to 75% of reserve fund. Matt proposes that while we have money in operations fund, we consider moving operational funds money over to reserve funds to fully fund it 100%. The amount to move is \$71,720.60. That would still leave us with 7 months of living funds expenses. Matt motioned to fully fund reserve fund; Sydney seconded – All approved
- f. CD up for Renewal
Due Feb 28. Matt and Bernard to meet up at a bank.
- g. Annual Meeting Planning
Even during COVID-19 state of emergency, two people from the board have to be at a physical location for the annual meeting - usually falls to the president and secretary with the managing agent present as well. It can be at the hotel or Community Partners in Midlothian. Rest of the meeting can be held virtually.

- i. Location – Hotel decided
- ii. Letter – Cheryl to provide Niki with virtual meeting link info. Will include mention of food trucks and FB page.
- iii. Election/Nominations
Bernard running again. A new homeowner from the neighborhood has also applied.

VII. NEXT MEETING DATE: March 10, 2021

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

Matt motioned to adjourn at 8:48 p.m.; Niki seconded – All approved.

Maintenance or service requests can be submitted at www.communitypartnersva.com or sent to

Community Administrator: Anne Leeper (378-5000 x224) – aleeper@communitypartnersva.com

Residents are welcome to address the Board during the Owner Comment portion of the meeting. This time is intended to provide members an opportunity to give input to the Board of Directors. The Board will take any input under advisement but may not respond immediately as they proceed with the planned business of the meeting. The Board reserves the right to limit this section of the meeting to a time they believe is appropriate. Please observe Robert's Rules of Order.