

**Village of Waxpool Homeowners Association  
Board of Directors Meeting  
July 9, 2020 via zoom**

**Attendance:**

John Fitzgerald  
Tracy Sheppard

Shannon Cook, Sequoia Management Company  
Jaimie Trevethan, Sequoia Management Company

**Absent:**

Lindsay Owen

**Call to Order:**

John Fitzgerald called the meeting to order at 7:00 pm.

**Approval of Minutes:**

The Board reviewed the April 20, 2020 meeting minutes.

John Fitzgerald motioned to approve the meeting minutes from April 20,2020. Tracy Sheppard seconded. All in favor. Motion passed.

**Resident Forum:**

The Board reviewed an email from a resident concerning vehicles parking on both sides of the street and blocking the view of pedestrians.

**(M)Management to send a friendly reminder to the community to park in the driveway before utilizing the streets.**

**Committee Reports:**

No updates.

**Communications Committee:**

John Fitzgerald discussed the membership for the website.

**Social Committee:**

The Board discussed reimbursement for the graduation gifts.

**(B) Tracy Sheppard to reach out to Tambre to get the graduation gift receipt for reimbursement.**

John Fitzgerald motioned to approve the graduation gift reimbursement not to exceed in the amount of \$600.00 Tracy Sheppard seconded. Motion passed.

The Board discussed reimbursement for the ice cream truck.

John Fitzgerald motioned to approve reimbursement for the ice cream truck not to exceed in the amount of \$1,500.00. Tracy Sheppard seconded. Motion passed.

**Architectural Review Board:**

Errol Baker, Chair, was on the call to discuss the architectural applications.

The Board discussed the draft language regarding solar panels.

Tracy Sheppard motioned to approve the language regarding solar panels as written. John Fitzgerald seconded. Motion passed.

**(B) John Fitzgerald to send the solar panel language in an email blast.**

**(M) Management to update the Standards regarding solar panels and work with John to add appendix.**

The Board discussed annual inspections. Ok to move forward.

**(M) Management to draft a notice for the community regarding annual inspections and send to John Fitzgerald.**

**Neighborhood Watch Committee:**

No updates at this time.

**Management Report- New Business**

The Board reviewed the financial statements for the months of April – May 2020.

The Board discussed the Morgan Stanley Investment account.

**(M) Management to have a financial advisor from Morgan Stanley attend the next meeting.**

The Board reviewed the decisions made via email.

John Fitzgerald made a motion to ratify the email approvals for the following:

Cedar Run proposal to clean up the common area behind 42648 Cochrans Lock in the amount of \$550.00.

Cedar Run proposal for the drainage issue in front of 21829 Iannis Spring Drive in the amount of \$350.00.

Premier Landscaping proposal for tree removals behind 21860 Parsells Ridge in the amount of \$395.00.

Cedar Run proposal for the drainage issue behind 42688 Cochrans Lock Drive in the amount of \$700.00.

Cedar Run proposal for dead branches removal behind 42634 Trappe Rock Court in the amount of \$275.00.

Cedar Run proposal for tree trimming request in the amount of \$275.00.

Cedar Run proposal for tree trimming behind 42632 Cochrans Lock Drive in the amount of \$750.00.

Cedar Run proposal for watering services for the summer in the amount of \$750.00.

Cedar Run proposal for dead ash tree removals at the end of Trappe Rock Court in the amount of \$1,150.00

Cedar Run proposal for tree removals in the common areas behind 42677 Cochran's Lock Drive and 21881 Parsells Ridge in the amount of \$825.00.

Premier Landscaping proposal to chop and drop a dead Oak tree behind 42625 Cochran's Lock Drive in the amount of \$650.00.

Cedar Run proposal for tree removals in the common area behind 21804 and 21820 Iannis Spring Drive in the amount of \$1,300.00.

Tracy Sheppard seconded. All in favor. Motion passed.

The Board discussed the tax extension from Goldklang.

The Board discussed the CIC registration fee increase.

The Board discussed the flower plantings at the front entrance in the amount of \$600.00 done by Cedar Run Landscaping.

John Fitzgerald motioned to approve \$600.00 to Cedar Run Landscaping for the flower plantings at the front entrance.

The Board discussed replacing the pond signs.

**(M)Management to get more signs for the pond.**

The Board discussed the insurance coverage renewal.

Tracy Sheppard motioned to approve the insurance coverage renewal contract with Moore, Clemens & CO.Inc.. John Fitzgerald seconded. All in favor. Motion passed.

The Board discussed the drainage concerns at 42688 Cochran's Lock Drive.

**(M)Management to move forward and provide owner with notice.**

The Board discussed the entrance lighting upgrade proposals.

**Old Business:**

The Board discussed the traffic calming and VDOT updates.

The Board discussed the updates with the Sheetz Gas Station.

The Board reviewed the operational calendar.

**Executive Session:**

John Fitzgerald made a motion to move into executive session at 7:56 PM. Tracy Sheppard seconded. All were in favor. Motion passed.

John Fitzgerald motioned to come out of executive session at 8:04p.m. Tracy Sheppard seconded. All in favor. Motion passed

John Fitzgerald motioned to approve decisions made during executive session, the decisions were as follows:

Account# VOW122035- - Extension until October 15,2020.

Tracy Sheppard seconded. All were in favor. Motion passed.

**Adjournment:**

John Fitzgerald made a motion to adjourn the meeting at 8:05PM. Tracy Sheppard seconded. All in favor. Motion passed.