

**Village of Waxpool Homeowners Association
Board of Directors Meeting
April 7, 2021 7:00 PM via zoom**

Attendance:

John Fitzgerald
Tracy Sheppard
Lindsay Owen

Carolyn Smallwood, Sequoia Management Company
Stephanie Smylie, Sequoia Management Company

Call to Order:

John Fitzgerald called the meeting to order at 7:05 pm.

Approval of Minutes:

The Board reviewed the January 14, 2021 meeting minutes.

John Fitzgerald motioned to approve the January 14, 2021 meeting minutes. Tracy Sheppard seconded. All in favor. Motion passed.

Resident Forum:

One resident was present to address their ARB appeal with the Board. The Board will discuss further in Executive Session and inform the homeowner of their decision following the meeting.

One resident was present to inquire about the voting process in Executive Session and if homeowners are welcome to join. Management responded and explained that discussions in Executive Session are only open to the Board of Directors and Management team; however, the actual voting takes place in open session and is made available on the approved minutes which are accessible to all homeowners.

Committee Reports:

Communications Committee:

John Fitzgerald stated that the website has been updated with a security program; things are going well.

Social Committee:

No updates to provide at this time.

Architectural Review Board:

Errol Baker was present to provide updates.

The Board discussed the status of the guideline amendments. To be revisited.

The Board discussed amending violation letters.

(M) Management to amend violation letters and send to Board for review.

(M) Management to not assess trashcan violations on Fridays going forward.

Neighborhood Watch Committee:

The Board reviewed an email from the Loudoun County Sheriff's Office regarding safety tips & reminders. FYI only.

(M) Management to send an email to committee volunteers to join the next Board meeting.

New Business

The Board reviewed the financial statements for the month of March 2021.

The Board reviewed a proposal from Rick's Iron Works to re-weld the aluminum sign and reattach it to the post for \$825.00. John Fitzgerald motioned to approve the proposal from Rick's Iron Works in the amount of \$825.00. Tracy Sheppard seconded. All were in favor. Motion passed.

The Board discussed neighborhood security camera options and reviewed a proposal from Flock Safety in the amount of \$5,000 per year for each entrance. Tabled for further discussion.

The Board reviewed income tax payments notice from Goldklang.

The Board reviewed proposals from Premier and Cedar Run for landscape work behind Auction Barn. John Fitzgerald made a motion to approve rock removal and pipe unclogging by Cedar Run in the amount of \$400.00 and bush hog/trim by Premier in the amount of \$450.00. Tracy Sheppard seconded. All were in favor. Motion passed.

(M) Management to confirm with Premier that the scope of work includes hauling away the debris.

The Board reviewed the Travelers Insurance renewal. Revisiting pending management review of the previous coverage.

(M) Management has requested a copy of the previous coverage.

Old Business:

County pond work updates are pending.

(M) Management to confirm with previous community manager that letters were sent to the homeowners regarding pending pond work.

The Board reviewed the operation calendar.

(B) John Fitzgerald volunteered to ensure the website calendar is up-to-date.

Executive Session:

John Fitzgerald made a motion to move into executive session at 7:50 PM.

John Fitzgerald made a motion reconvene in open session at 8:33 PM. Tracy Sheppard seconded. All were in favor. Motion passed.

John Fitzgerald motioned to approve the following decisions made during Executive Session:

- VOW242664 – Homeowners granted 15 days to submit an architectural application. Fines of \$10 per day will be assessed if an application is not received by deadline.
- VOW122059 – Homeowners granted 15 days to submit an architectural application. Fines of \$10 per day will be assessed if an application is not received by deadline.
- VOW742709 – ARB appeal for exterior staircase approved. Decision relayed to homeowner during open session.

Lindsay Owen seconded. All were in favor. Motion passed.

Next Board of Directors meeting scheduled for May 19, 2021.

Adjournment:

John Fitzgerald made a motion to adjourn the meeting at 8:56 PM. Tracy Sheppard seconded. All in favor. Motion passed.