

ANA Board Meeting
October 18, 2023
Minutes

Bob Baumgartner (President), Ted Miller (Vice President), Jon Gardner (Vice President), Tom Timbie (Treasurer), Lotta Löfgren (Secretary), Rick Beyer (Member and Developer), Ryan Miller (RPI Representative, via Zoom).

Bob Baumgartner called the meeting to order at 4:35 p.m.

There was a quorum present.

Residents present: Kathy and Andy Bonaffini.

The Board considered a number of different options concerning the number and location of little libraries in the neighborhood. After some discussion, the Board decided to start with one LFL as a trial balloon, to gauge neighborhood interest. It will be placed near the clubhouse.

Motion: Lotta **Second:** Ted **Approval:** Unanimous

We will need to devise a plan for maintenance of the library. Lotta will follow up with the three residents who have volunteered to build a library, Marilyn Lindner, Milton Adams, and Pam Timbie.

The minutes for September 27 and 30 were approved.

Motion: Ted **Second:** Tom **Approval:** Unanimous

Lotta requested that we determine a deadline for responses and revisions to the draft minutes so that she can be certain when all who wish to respond have done so, and so that she does not have to send out multiple revisions. We agreed that Board members will have one week to offer revisions after Lotta has sent out the draft minutes.

Treasurer's report:

Tom cautioned that RPI is now submitting final financial statements on the 21st of the month, so these numbers are preliminary.

Operations: \$87K

Reserves: \$395.4K

Restricted reserves: \$84.2K

Total cash and investments: \$566.6K

Tom reviewed current projected expenditures for the rest of the year and the proposed budget for 2024. The total capital budget will be about \$90K. We will need a 7 to 8 % increase in assessments to cover the budget and provide additional reserves for future use.

Management report:

Ryan has sent a list of blocked and damaged culverts to Rick.

Long Range planning:

Lotta and Ida Lee have met several times to brainstorm ways to implement the needs identified by the LRP committee. They have suggested ways to revitalize the committees to accomplish this. They will meet with Ted and Rick on October 21 to further develop the plan. Carrie Shephard of VDOT has agreed to meet with the committee to explore the possibility of emergency egress and a second routine egress road for Ashcroft.

Infrastructure:

Ted presented a detailed list of all the infrastructure needs and activities upcoming and during the past month. Highlights:

The **pool replastering** is tentatively planned on October 31.

The **landscape contract** is in process; Ted and Rick are contacting one other vendor to bid on the contract. We will need the final contractor to cut stilt grass and other invasive weeds visible along the roads, and to conduct two seasonal cuts on other specified areas .

Bob reported that Westminster Canterbury has approved our plan to **refurbish the fence** at the bottom of North Pantops.

Technology: Ted has signed the contract with Rise Above Creative. After an initial conversion cost of \$2,000, the fee will be \$600 a year. Part of the initial fee will include moving to a new email system plus a forms management system that drives the website interface. The company offers one hour of free consultation per month; the charge after that is \$90 / hour.

RPI:

Tom summarized the meeting that Bob, Ted and he had with Doug of RPI. RPI will pay the ANA the second half payment of \$7050 due from C'ville Residential plus a \$500 of lost interests in October. The RPI Management fees were reset to adhere to the contract resulting in a 6% decrease in 2024 followed by 3% increases every other year. RPI will waive fees related to Metcalf snow removal, which could amount to a savings of about \$1700 per year. The Board and RPI will enter into a new contract in 2025. Ted expressed concern with office expenses and has requested greater detail and transparency in reporting costs, especially on the American Express bill. RPI will work on a method to make sure recurring bills are paid in a timely manner. Some billing should be automated in order to ensure continuous service. The meeting was positive; there are more things to consider.

Ratifying mid-month email approved resolutions:

We ratified and approved the transfer of 80K from the Schwab money market account into the Alliance reserve account to cover planned expenditures to the end of the year that had been approved by five of the six board members by email on September 30, 2023.

Chickens: A request by a homeowner for the Board to amend the ARC Rules and Guidelines to all homeowners to maintain chickens was referred to the ARC for initial consideration. The Board confirmed that ARC has the responsibility for initially considering whether Section 3.4.1 of the ARC Rules and Guidelines should be amended to permit the keeping of chickens as pets on homeowner lots. The Board expressed concern over allowing chickens to be maintained by homeowners. Per the request of the ARC Chairperson, the Board provided the following recommendations and conditions for ARC to consider: (i) all adjoining

homeowners approve of the raising of chickens, and the chicken containment structure, in writing, (ii) the chicken structure be in the rear portion of the lot, (ii) the chickens cannot include roosters, (iv) the number of chickens be limited, and (v) the homeowners cannot sell the eggs produced by the chickens. Finally, any amendment would also have to be ratified by the Board.

The meeting was adjourned at 6:06 p.m.

Motion: Ted Second: Jon Approval: Unanimous