

March 22, 2018

Meeting Agenda and Minutes

QUORUM CALL:

Are at least three (3) Board Members present?

<input type="checkbox"/>	1. PRESIDENT CALLS MEETING TO ORDER: (By 6:00 PM)
<input type="checkbox"/>	2. INTRODUCTION: (5 minutes) 2.1. Introductions (As needed, i.e., when other HoA Members are present). 2.2. Review Agenda & Make Adjustments, as needed.
<input type="checkbox"/>	3. PRESIDENT'S REPORT: (10 minutes) 3.1. Next Meeting – Thursday, April 19, 2018; Groveton Elementary. 3.2. Approve Minutes from Previous Meeting(s): 3.2.1. February 22, 2017
<i>By motion – The Board will move into an “executive session” to discuss specific issues or topics that are protected from public disclosure. (by 6:15 PM)</i>	
<input type="checkbox"/>	4. EXECUTIVE SESSION: (10-15 minutes)  <i>The executive session typically only involves the Board Members and Property Manager. If appropriate, the Board may, however, expressly invite others.</i>  4.1. Specific topics are identified for the Board on the Executive Session Item list, including: 4.1.1. Individual Delinquencies (if any). 4.1.2. Individual Non-Compliance Issues & Follow-up or Hearings (if any).  <i>By motion – The Board will move to resume the public portion of the Meeting. (by 7 PM)</i>  4.2. Board will make & document decisions made in Executive Session, as applicable.
<input type="checkbox"/>	5. OPEN FORUM: (5--10 minutes, allocated to Residents accordingly) <i>This time is set aside to allow Residents to raise items for future consideration by the Board. There is typically no discussion of the item or response from Board on these items at this meeting, but the item raised will be identified for future consideration by the Board.</i>
	6. COMMITTEE REPORTS: (5 minutes)

	6.1. Board follow-up on Monthly Activity Reports received in advance of the meeting.
<input type="checkbox"/>	6.1.1. ACC Items.
<input type="checkbox"/>	6.1.2. Friends of Historic Huntley.
<input type="checkbox"/>	6.1.3. Welcome Committee
<input type="checkbox"/>	7. COMMUNITY MANAGER'S REPORT: (5-15 minutes) 7.1. Manger's Action Item List 7.1.1. Board will review list provided in the Board Packet before the meeting. Manager will discuss only those items with questions or issues for the Board. 7.2. Financials 7.2.1. Board will review financial reports provided in the Board Packet before the meeting. Manager will report on balances and any non-scheduled disbursements or income. Delinquencies will be discussed with Board in Executive Session.

	<p>8. UNFINISHED BUSINESS: (10-15 minutes)</p>
<input type="checkbox"/>	<p>8.1. Tree Issues. (Lead: Rob)</p> <ul style="list-style-type: none"> <li>8.1.1. Decisions made in-lieu of meeting                             <ul style="list-style-type: none"> <li>8.1.1.1. Tree maintenance contract execution</li> <li>8.1.1.2. Emergency tree clean-up expenditure</li> </ul> </li> <li>8.1.2. Schedule meeting to review tree inventory                             <ul style="list-style-type: none"> <li>8.1.2.1. Weekend of March 2?</li> </ul> </li> <li>8.1.3. Clean-up of large oak at edge of property                             <ul style="list-style-type: none"> <li>8.1.3.1. Identify concerns and risks</li> </ul> </li> <li>8.1.4. Tree directly behind 3734 Huntley Meadows Lane</li> </ul>
<input type="checkbox"/>	<p>8.2. Parking policy (Lead: Board)</p> <ul style="list-style-type: none"> <li>8.2.1. Decisions made in-lieu of meeting                             <ul style="list-style-type: none"> <li>8.2.1.1. Execution of new parking resolution and policy</li> </ul> </li> <li>8.2.2. Community announcement discussion</li> </ul>
<input type="checkbox"/>	<p>8.3. Parking policy enforcement and registration (Lead: Board)</p> <ul style="list-style-type: none"> <li>8.3.1. ParkingBoss rollout discussion</li> <li>8.3.2. Review and discuss guest parking sign installation</li> </ul>
<input type="checkbox"/>	<p>8.4. Grounds maintenance contracts (Lead: Board)</p> <ul style="list-style-type: none"> <li>8.4.1. Decisions made in-lieu of meeting                             <ul style="list-style-type: none"> <li>8.4.1.1. Execution of landscaping maintenance contract</li> </ul> </li> </ul>

<input type="checkbox"/>	9. NEW BUSINESS: (10-15 minutes)
<input type="checkbox"/>	9.1. New policy to address fees, fines, and other penalties (Lead: Board)
<input type="checkbox"/>	9.2. Resolution to correct board term lengths (Lead: Board)
<input type="checkbox"/>	10. GENERAL CORRESPONDENCE (if any)
<input type="checkbox"/>	11. ADJOURNMENT (by 8:00 PM)

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