

**DRAFT**  
**ROXBURY HOMEOWNERS' ASSOCIATION**  
**BOARD MEETING**  
May 15, 2014

1. The meeting convened at 7:03 p.m. The following board members were present:
  - Tonja Stewart, President
  - Muriel Brown, Vice-President
  - Daisy McGinley, Secretary-Treasurer
  - Joseph Langley and DeWayne Ford, Directors
2. Open session for visitors. None.
3. Minutes of the April 24, 2014, meeting were submitted by the Secretary. After discussion, Joe Langley made a motion to accept the minutes as written. DeWayne Ford seconded the motion and they were unanimously accepted.
4. **ACC Report.** Minutes of the April 24, 2014, ACC meeting were submitted by the Secretary.
5. **Treasurer's Report**
  - For the month of April, the Treasurer reported that income exceeded expenses by about \$10,200. Expenses were the usual monthly expenses. Total delinquent assessments at the end of April were about \$16,000 with fourteen owners being more than one quarter delinquent. Total reserves at the end of March were about \$120,600.
  - After discussion, the Board unanimously approved the report.
6. **Communications.** No one had received any communications.
7. **Old Business**
  - The Secretary reported that the solar pole light will probably be installed next week.
  - The Secretary will finish the Spanish translation of the Annual Meeting minutes ASAP.
  - The Secretary reported that she is still trying to communicate with Clyde Wray of Aspen Fence about the fence repairs.
  - The Secretary presented the information on the cost of mailboxes. The four Forest Green cluster mailboxes from Global Industries will cost about \$5,400 plus shipping. They would replace the current seven cluster mailboxes. Another company has similar mailboxes except that each one has a parcel door. Four of them would cost about \$6,700 plus shipping. To replace the current seven mailboxes with six of the same exact mailboxes in gray would cost about \$5,800 plus shipping. After discussion, the Board unanimously agreed to purchase the four cluster mailboxes from global Industries. The Secretary will order them.
  - The Secretary finally contacted the County Engineer about the drainage issue behind 3755 and 3757 Roxbury Lane. He expects to visit Roxbury next week.
  - The Secretary reported that the street sweeping was finished and the bill was just paid.
  - The Vice-President reported that Sequoia had their yard sale but she did not have adequate notice. She suggested a Fall yard sale.
  - The Secretary reported that she will send the notices for the Annual Meeting on June 26 at the Church the first week of June. There is one term expiring this year; the one that DeWayne Ford has filled for the past two years.

- The President reported that Charles York of Brothers Paving has not returned her phone calls. She will keep trying.
- The Vice-President provided copies of a mission statement for the Pride in Roxbury Committee which the members discussed. This committee will coordinate the Annual Yard Sale, the National Night Out, and other community events. She proposed a budget of \$500 for the first year. The members unanimously agreed to establishing the Committee and the Vice-President will be the chairman.

#### 8. **New Business**

- The Vice-President raised the issue of motorcycle/Vespa parking. There are several residents on Roxbury Drive with motorcycles and Vespas and sometimes they park on the grass rather than the street. The Secretary mentioned that there are some residents on Roxbury Lane with bicycles that they chain to the No Parking sign in front of our storage shed. Perhaps this is an issue to discuss at the annual meeting to get input from the residents about how they want to address it.
- The Secretary mentioned that she wanted to try to find some permanent movable signs to use for meeting notices, etc. Other associations use signs similar to what realtors use to remind residents of dues payments, meetings, etc. The Board agreed.
- The Secretary also mentioned that, with regard to the new mailboxes, the absent owners may not want all three keys issued to the tenant. She will draft a form letter to send with the annual meeting notice to get their input.

9. The meeting was adjourned at 8:10 p.m. The date for the next meeting is June 19, 2014, at 7:00 p.m.

Minutes submitted by

Daisy McGinley  
Secretary-Treasurer, RHOA