

**DRAFT**  
**ROXBURY HOMEOWNERS' ASSOCIATION**  
**BOARD MEETING**  
June 19, 2014

1. The meeting convened at 7:10 p.m. The following board members were present:  
Muriel Brown, Vice-President  
Daisy McGinley, Secretary-Treasurer  
Joseph Langley, Director  
  
Tonja Stewart, President, and DeWayne Ford, Director, were absent.
2. Open session for visitors. None.
3. Minutes of the May 15, 2014, meeting were submitted by the Secretary. After discussion, Joe Langley made a motion to accept the minutes as written. Muriel Brown seconded the motion and they were unanimously accepted.
4. **ACC Report.** Minutes of the May 15, 2014, ACC meeting were submitted by the Secretary.
5. **Treasurer's Report**
  - For the month of May, the Treasurer reported that income exceeded expenses by about \$3,400. Expenses included the street sweeping and installation of the new solar pole street light. Total delinquent assessments at the end of May were about \$13,000 with seven owners being more than one quarter delinquent. Total reserves at the end of May were about \$124,000.
  - After discussion, the Board unanimously approved the report.
6. **Communications.** The Secretary reported that she had received an ACC change request from Kathy Moore of 3811 Roxbury Court, a notice from AAA Recycling and Trash, and one estimate for the mailbox installation.
7. **Old Business**
  - The Secretary reported that the solar pole light was installed at Buckman Road near the school bus stop.
  - The Secretary finished the Spanish translation of the Annual Meeting minutes.
  - The Secretary reported that Clyde Wray of Aspen Fence finished the fence repairs.
  - The Secretary reported that the new mailboxes were delivered on June 13. They are stored in her garage and she has unpacked them and everything appears to be complete. She received one estimate of \$3,922 from Handyman Matters for the installation of the new mailboxes and then removal of the old boxes. She is trying to contact the owner of Capital Masonry for another estimate. Once she has that information she will email everyone so that we can make a decision.
  - The Secretary reported that the County Engineer visited Roxbury last week and inspected the area around the storm drain behind 3747 Roxbury Lane. He reported that there is no drainage problem caused by the storm drain so the County has no responsibility for any drainage problems in that area. She will try to talk to the supervisor at Professional Grounds for any suggestions to correct the problem.

- The President has not reported on the status of any contact with Charles York of Brothers Paving.
- The Vice-President had provided copies of a letter to distribute to the community about the Pride in Roxbury Committee. The committee will be delivering it in person to every resident. After discussion, the Board approved the letter. The Secretary volunteered to prepare a Spanish translation and make the copies.
- The Secretary reported that she has not had time to research the permanent movable signs to use for meeting notices, etc.
- The Secretary reported that some of the absent owners have already responded with their instructions regarding the mailbox keys.

**8. New Business**

- The Secretary reported that AAA had sent a notice that there would be no recycling pickup on the July 4 Holiday due to the closure of the County landfill but they will provide a substitute recycling pickup on Saturday, July 5. She will include a notice with the quarterly mailing.
- The Treasurer had provided a draft of the budget for the next year to all the directors. After discussion, the board agreed to the new budget.
- The Secretary had provided a draft of the agenda for the Annual Meeting and, after discussion, the Board agreed to an agenda.
- The Secretary stated that she would be at the Church about 7 p.m. on the 26<sup>th</sup> to start setting up for the Annual meeting which is scheduled for 8 p.m..

9. The meeting was adjourned at 7:47 p.m. The date for the next meeting will be determined after the Annual Meeting.

Minutes submitted by

Daisy McGinley  
Secretary-Treasurer, RHOA