

DRAFT
ROXBURY HOMEOWNERS' ASSOCIATION
BOARD MEETING
October 13, 2015

1. The meeting convened at 7:04 p.m. The following board members were present:
 - Joseph Langley, President
 - Muriel Brown, Vice-President
 - Daisy McGinley, Secretary-Treasurer
 - Tonja Stewart, Director
 - Curtis Dudley, Director

2. Open session for visitors. None.

3. Minutes of the Sept. 8, 2015, meeting were submitted by the Secretary. After discussion, they were accepted unanimously.

4. **ACC Report.** Minutes of the Sept. 8, 2015, ACC meeting were submitted by the Secretary.

5. **Treasurer's Report**
 - For the month of September, the Treasurer reported that expenses exceeded income by about \$19,500 primarily due to the cost of the three new street lights (\$16,100) and the audit (\$2,495). The total delinquencies were about \$10,300 and reserves were about \$75,200.
 - The Treasurer reported that we received no payments for Ms. Maxwell's account in September, but she recently received a money order for \$1,000 from Tammi Lindsey.
 - After discussion, the Board unanimously approved the report.

6. **Communications.** The Secretary reported that Donna Peterson of 3815 Roxbury Court complained about tree limbs overhanging her back yard and wanted the Board to remove the tree. When the Secretary checked, the limbs belong to a tree growing in the back yard of 3756 Roxbury Lane and she reported that to Ms. Peterson. The Secretary also reported that the owner of 3743 Roxbury Lane had requested his resale documents and closing is scheduled for Oct. 27. Natasha Smith of 3709 Roxbury Lane had called with questions about what changes could be made to the exterior of their house in preparation to sell.

7. **Old Business**
 - The Secretary reported that the electrician finished installing the new street lights.
 - Professional Grounds finished the tree trimming and removal. Curtis Dudley reported that the Church is not going to remove the tree behind 3710 and 3712 Roxbury Lane. Jose Moreno is going to arrange for the removal. Since this is not what the Church Secretary had reported to her, Daisy McGinley will check with her to confirm.

8. **New Business**
 - The Secretary presented a summary of the two bids received for lawn maintenance and snow removal from Professional Grounds and EP Mowing and Landscaping for this winter and 2016. She had requested bids from four companies but the other two apparently decided not to submit bids after seeing the RFP and would not return her phone calls. EP Mowing had not yet provided any references. The Professional Grounds bid was for \$9,508.32 but did not

include all the services we requested. EP Mowing's bid totaled \$24,640 although they bill as services are provided and this amount only covers 20 mowings so the cost could be more depending on the weather. After discussion, the Board decided not to accept either lawn maintenance proposal and request some adjustments. Because of the time constraints, the Board decided to accept the Professional Grounds contract for this winter's snow removal with the addition of the clearing of all common sidewalks. The Secretary will ask Professional Grounds for a bid for a higher tier of service (improved quality of mowing, etc.) and ask EP Mowing for a lower bid on some reduced services as well as providing some references. The Board will then review and try to make a decision at the November meeting.

- The Board discussed the replacement of the back fence behind 3700 through 3710 Roxbury Lane and decided to schedule it for the Spring of 2016.
- The Secretary brought a catalog to the meeting to show what dog waste stations could be ordered. The members discussed how we could provide something for the dog walkers as discussed at the annual meeting. Because of the cost, Curtis Dudley volunteered to try to build something. The Secretary is to ask Republic Services if the trash contract can be amended to include periodically emptying a receptacle of dog waste.
- The Secretary suggested that if the "No Parking" sign that was knocked over by the snow plow last winter is not going to be reinstalled at the corner of Roxbury Lane and Roxbury Place, perhaps it could be placed at the new yellow curb near the Richmond Highway stop sign. The members will think about it.
- Curtis Dudley volunteered to try to make a modification to the new stop sign beside DeWayne Ford's house to make it more visible.

9. The meeting was adjourned at 8:45 p.m. The Board will meet next on Nov. 10, 2015, at 7:00 p.m.

Minutes submitted by

Daisy McGinley
Secretary-Treasurer, RHOA