

DRAFT
ROXBURY HOMEOWNERS' ASSOCIATION
BOARD MEETING
November 10, 2015

1. The meeting convened at 7:05 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 Oct. 13, 2015, meeting were submitted by the Secretary. After discussion, they were accepted unanimously.

4. **ACC Report.** There was no October ACC meeting.

5. **Treasurer's Report**
 - For the month of October, the Treasurer reported that income exceeded expenses by about \$7,600. Expenses were normal for the month and income was normal for the first month of a quarter. The total delinquencies were about \$13,800 and reserves were about \$82,700.
 - The Treasurer reported that we received a payment for Ms. Maxwell's account in October. Mr. Kusi's next garnishment court date is scheduled for December.
 - After discussion, the Board unanimously approved the report.

6. **Communications.** The Secretary reported that she received the holiday trash schedule from Republic Services. They will collect recycling on the Saturdays following Christmas and New Years Day. This will be reported in the December newsletter.

7. **Old Business**
 - Regarding the lawn maintenance bids, the Secretary had requested references from EP Mowing and a revised bid based on a reduction in services. The references were finally provided but were for HOAs that had very small common areas and used EP on a limited, as-needed basis, not as a regular service. EP did not provide a revised bid. The only revision that Professional Grounds would provide was to suggest that they plant flowers, etc. to beautify the area. The Secretary found another company—Blade Runners—to provide a bid. Their bid of \$14,634 was based on not using riding mowers for the common grounds or front yards. The Board unanimously agreed to accept the Blade Runners' proposal for a one-year lawn service contract with the option to add next winter's snow removal service.

8. **New Business**
 - The Vice-President had reported that Lori Ross of 8207 Roxbury Drive had someone chop off the lowest branches of the common tree in front of her house. It was not a professional trimming and may cause long-term damage to the tree. The Board agreed that the Secretary should send Ms. Ross a notice warning her of potential liability if the tree is damaged due to her negligence and has to be removed in the future.

- Curtis Dudley reported that he had installed a trash can at the tennis courts and he and the President were going to install one at the corner of Roxbury Lane and Roxbury Place for the dog walkers. The Secretary still needs to contact Republic Services about amending the contract include periodically emptying trash receptacles on common grounds.
- The President and Curtis Dudley plan to trim the bushes in the corner at the Richmond Highway entrance this coming Saturday. Hopefully they can get Terry Blockett to help haul the trimmings to the land fill.
- Curtis Dudley still needs to check on how to make a legal modification to the new stop sign beside DeWayne Ford's house to make it more visible.
- The Secretary reported that she will be contacting the engineer about performing the update to the 2010 reserve study. State law requires that it be done every five years. Among the issues that might be outstanding is the retaining wall at the side yard of 3817 Roxbury Court. Nothing has been done to it since it was built in 1988 so we should take a good look at it next Spring along with getting the area cleaned out.

9. The meeting was adjourned at 8:45 p.m. The Board will meet next on Jan. 12, 2016, at 7:00 p.m.

Minutes submitted by

Daisy McGinley
Secretary-Treasurer, RHOA