

DRAFT
ROXBURY HOMEOWNERS' ASSOCIATION
BOARD MEETING
July 12, 2016

1. The meeting convened at 7:05 p.m. The following board members were present:
 - Muriel Brown, Vice-President
 - Daisy McGinley, Secretary-Treasurer
 - Curtis Dudley, Director
 - Cathryn Rosencrans-Etienne, Director
 - Patricia Washington, Director
2. Open session for visitors. None.
3. Minutes of the June 16, 2016, meeting were submitted by the Secretary. After discussion, they were accepted unanimously.
4. **ACC Report.** The minutes of the June 16, 2016, meeting were submitted by the Secretary.
5. **Treasurer's Report**
 - For the month of June, the Treasurer reported that expenses exceeded income by about \$2,100. Only a small amount of assessments was collected and there were no unusual expenses. For the fiscal year, income exceeded expenses by about \$20,000. At the end of June, delinquencies totaled about \$10,800 and reserves totaled about \$100,200.
 - The Treasurer reported that another payment of legal fees was received for the Maxwell account. For the Kusi account, the \$247 collected through the wage garnishment was also applied to legal fees.
 - The Treasurer stated that she is meeting with the auditor for the workers' compensation next week and then will take the records to the CPA for the audit and to prepare the tax returns.
 - After discussion, the Board unanimously approved the report.
6. **Communications.** The Secretary reported that she received an estimate from Blade Runners.
7. **Old Business**
 - The Secretary reminded Curtis that she has the new bracket to install the street sign.
 - The Secretary contacted AAA Ironworks about submitting an estimate for installing a gate at Buckman Road. The other lead she had was too old so she will try to find another company.
 - The Secretary reported that Blade Runners had submitted two proposals after discussions with Curtis Dudley. The first proposal is to cut down the tree behind 3710 Roxbury Lane to the height of the nearby utility box for \$480 and the second proposal is to trim branches on two trees along the common fence between 3700 and 3701 Roxbury Lane for \$320. The Board accepted the proposals unanimously.
 - There are some additional trees that need trimming especially beside the shed and parking pad. Curtis Dudley will contact Blade Runners.
8. **New Business**
 - The members reviewed the draft minutes of the Annual Meeting and they were accepted as submitted by the Secretary.

- Curtis Dudley reported that he has not been able to get any contractor to come to Roxbury to look at our marquee wall. He will try again in September.
- The members discussed the upcoming newsletter. Muriel Brown will prepare a flyer about the National Night Out on August 2 to insert since it will be mailed next week. Patricia Washington volunteered to get information about the September meeting on the Richmond Highway project to include in the newsletter.
- The Secretary reported that Ted Megee had contacted her about his retirement due to the injuries from his car accident earlier this year. She needs to find a new electrician to handle repairs to our street lights. Cathryn mentioned that she has someone to recommend and will email the information.
- Cathryn has been reviewing the website and will be responsible for maintaining it.
- After discussion, the election of officers was as follows: Curtis Dudley, President; Muriel Brown, Vice-President; Patricia Washington, Secretary; and Daisy McGinley, Treasurer.

9. The meeting was adjourned at 8:10 p.m. Since both Cathryn and Patricia will be out of town the second week of August, the Board will meet on August 16, 2016, at 7:00 p.m.

Minutes submitted by

Daisy McGinley
Treasurer, RHOA