

Raven Pointe Homeowners Association
Meeting Minutes
3 June 2024

Present: Bill Melvin, President
Joe Dewald, Vice President
Natalie Evernham, Treasurer
Bob Puttock, Director
Alex Hewes, Lot Owner
Absent: Valerie Kramer, Secretary

At 1905 hrs. Bill Melvin called the meeting to order.

Bill Melvin offered a proposed agenda for the meeting and thereafter moved to approve the proposed agenda. The motion was seconded, and the motion carried.

Bill Melvin moved to accept the minutes of the 11 March 2024 regular Board meeting, as submitted. The motion was seconded, and the motion carried.

Treasurer's Report

The balance of the checking account as of 3 June 2024 was \$51,894.54. The Administrative Fee from a Realtor/Title Company was disbursed. A check from a title company in the amount of \$94 was also received. The title company handled the sale of 302 Summerfield. This was not a resell and no fee should have been paid. It was not certain what the check was for, and Bob Puttock agreed to investigate the matter and report back to the board.

OLD BUSINESS

Property Transfer Status

There has only been one resell transfer, otherwise, no active sales to report.

Dues Status

Presently, there is one (1) homeowner who has not paid their dues. This requires a letter from Alex to the homeowner.

NEW BUSINESS

A motion was made to approve the Playset project submitted by the Gother family at 119 Cahille Dr. The motion was seconded, and the motion carried. The unanimous written consent of the directors will be made a matter of record and kept on file.

A motion was made to approve the in-ground pool project submitted by the Lemen family at 231 Summerfield Dr. The approval is based on the homeowners stipulating that they will meet the county's requirement for fencing. The motion was seconded, and the motion carried. The unanimous written consent of the directors will be made a matter of record and kept on file.

After a brief discussion regarding the background of the request and mechanics of acquiring a new street in the community, a motion was made to acquire a new streetlight to be installed on lot 12 of section 6, phase 2. The light will be installed by Rappahannock Electric Coop (REC). The monthly charges for the electric service will be added to our existing account with REC. The motion was seconded, and the motion carried. Bill Melvin will contact REC and have them proceed with the installation.

A motion was made to approve the renewal of the HOAs Microsoft subscription. The annual fee is \$99 and billed to Bill Melvin's credit card. The motion was seconded, and the motion carried. Bill will be reimbursed for his expenditure.

A motion was made to approve the acquire a Google Business account for the HOA. The Monthly fee for this \$7.20 and will be billed to Bill Melvin's credit card. The motion was seconded, and the motion carried. Bill will be reimbursed for his expenditures.

OPEN FORUM

The HOA is required to file an annual report with the State Corporation Commission on 1 July. Alex will file the report and pay the annual fee to be reimbursed.

The recent passage of the Corporate Transparency Act (CTA) places a requirement on the HOA to file a report with FinCen which is part of the Internal Revenue Service. Alex provided some background and Bill Melvin agreed to investigate the requirements and file the report when due by January 1, 2025.

After a brief discussion it was decided that this year's annual meeting will take place on 28 October 2024. Planning can start now, and the date will be confirmed at the next board meeting.

It has been reported by homeowners at the northwest end of Summerfield and Taggart, that at least one homeowner is by-passing the barrier on Taggart and driving onto Underwood Lane. The identity of the violator is known. A message went out from the HOA stating that this unlawful practice needs to stop, or it will be reported to the Sheriff's office.

It is time to generate another Newsletter. We normally send out one in the summer and again just before the Annual Meeting. At a minimum the following items need to be addressed:

- Solar Panels in the community
- Email communications
- Barrier violations

Parking on Inverlee
Vehicle break-ins in the community
New streetlight
Drainage situation on Doolin

A draft will be circulated soon for editing and input.

The large connex container parked at the end of Inverlee continues to remain in place and is now joined by a stockpile of stone and a backhoe. It has been determined that all items belong to a contractor working in Raven Oaks. VDOT has been notified but has not taken any action to date. In addition to these items a trash truck is parking overnight in the same area every Monday. Bill Melvin will generate a letter to Richmond American and ask that they relocate the construction material to the Raven Oaks community. He will also send a letter to the company that owns the trash truck asking that it not be parked there.

It has been determined that a landscaping business is being run out of the home on Cahille. The County Planning Division advised that the company does not have a license to operate a business from that address. They stated that they would take action against the homeowner/business but after two (2) months nothing has changed. Bill Melvin will contact them again and ask where it stands. The Board is aware that the homeowner is in violation of the covenants by parking a trailer on their lot and is following up.

The drainage situation behind the homes on Doolin has been corrected by the Gutter Buddys put in place by the HOA. The flow of water into the backyards of the Doolin homes is greatly reduced as long as the Gutter Buddys remain in place. After a heavy rain they tend to be sucked into the drain inlet and moved through the drainpipe. They have had to be retrieved from the pipe outlet and returned to the inlet on two occasions. Returning them is complicated by the homeowners at 126 Cahille parking in front of the inlet. Bill asked the homeowners to leave room for the Gutter Buddys to be replaced. Bill is looking into an alternate solution to the problem that will require less maintenance.

Our website is working well, and we recently established a Google Business Account that allows us to send emails to all homeowners with a from line of home@ravenpointehoa.org. This relieves Brenda Goodwin from sending out messages using her personal Gmail account, then relaying any responses. Homeowners can now reply directly to us. Our problem at this point is that we lack total control over the website. Having never met them we can't speak to their capabilities. Further, we do not have access to the website for lack of a username and password. This information was passed to them by Pete Sherman and in all likelihood has been changed. It can be said that we are not in control of this important means of communicating with our homeowners. Bill is exploring possible alternative solutions to the website security.

Bill Melvin moved that the meeting be adjourned. The motion was seconded, and the motion carried. The meeting adjourned at 7:55 PM.

Respectfully submitted,
Valerie Kramer, Secretary