

THE MANOR MONITOR

A Monthly Publication of The Vint Hill Manor Homeowners Association
November 2010 (www.vinthillmanor.org)

SPECIAL NOTICE: THE BOD MEETING FOR NOVEMBER WILL BE HELD ON WEDNESDAY, THE 3RD, due to Election Day on Tuesday, the 2nd.

Board of Directors' Monthly Meeting

* The October 2010 meeting of the Board of Directors (BOD) of the Vint Hill Manor Homeowners Association (HOA) was held on Tuesday, the 5th, in the Conference Room at the Vint Hill Conservancy/ EDA offices at 4263 Aiken Drive. The regular, monthly BOD meetings are open and all members are invited to attend.

* At the beginning of each monthly meeting, there is an opportunity for members to make comments and/or present questions for the BOD's consideration, as well as advise concerns, or offer ideas. Minutes of the previous meeting, as well as current financial statements, are made available to all attendees. Significant items addressed at the meeting are covered in the Newsletter.

President's Message

* There is a disparity in our development regarding our various residents' physical abilities, financial resources and amounts of discretionary time. It is possible that one of the ways in which this is illustrated is in the appearance and condition of some of our lawns.

* In a manner similar to the way a number of our residents react when it snows, we would like to see if it would be possible to match up some of our residents who are unable to maintain their lawns with those who have the physical ability, the discretionary time and the willingness to help a neighbor in need.

* If you are in need of assistance with the maintenance of your lawn – or – if you are able and willing to help, please let me know by calling 341-1473, or by e-mailing me at – fafuerst@earthlink.net.

Envelopes

* The BOD is attempting to ascertain the requirements for envelopes for the payment of the HOA Monthly Assessments for 2011. **Tom Daily** volunteered to handle the acquisition, through ARMI, and the distribution once they come in, which is anticipated to be around mid-December.

* In the early stages of our community's development, almost all members paid monthly and by envelope. Over the years, a variety of other methods have come into play, such as paying multiple months at a time or even making one annual payment. The preferred and easiest method is for members to have their banks make the monthly payments which the banks do 'free of charge', resulting in savings to the members in not having to write a check and not having to pay for postage. A side benefit of this approach is that it frees the members from having to remember each month, and frees ARMI from having to

remind the increasing numbers of members who do forget! If you're interested in exploring this approach, contact your bank and let them guide you. It's easy and painless, and, oh yeah, did I mention it was FREE?!?!?!?

* For those members who still do use the envelopes, please advise Tom Daily how many you will need for 2011. For example, if you pay monthly, you will need 12, if you pay quarterly, you will only need 4, and so on.

*** Please e-mail Tom at – tomrdee@comcast.net . If necessary, give Tom a call at (540) 341-7606. Please provide your name, address, and the quantity you need for 2011, and please take this action by mid-November.**

* If you already are having your bank make your payments, congratulations – you need do nothing in the way of responding to this inquiry – except if you happen to have any left over envelopes. If so, please let Tom know. He will come get them so that they can be used and not go to waste.

Architectural Review Committee (ARC) Activity

* **Steve Chronister** provided the ARC report. There was only one new application that was dealt with at the ARC meeting on September 28, 2010, and it was approved.

* The unreported/unapproved modifications list remains at six. The ARC plans to increase their efforts to inform and assist affected homeowners to reduce this number.

* A possible need for guidelines and approval policy for homeowner alternative energy projects that use solar or even wind-powered devices was discussed. The initial considerations included general thoughts relative to overall appearance and to the location on a home that a device(s) would be attached.

* As has been the practice, the ARC meets on the last Tuesday of the month. The meeting for October was planned for 7PM on Tuesday, the 26th, at 6828 Averbach Ct.

* The ARC is always more than ready and willing to meet with any homeowner to provide guidance and/or assistance with the necessary application(s) which are required before exterior modifications are made to our homes. In a spirit of cooperation, please help the ARC reach its goal of Complete Compliance! **Manor Pride!**

Planning some changes – give Steve a call at 428-1828

Budget 2011

* **Frank Fuerst** (in Ed Ortiz's absence) reported on the plans for the budget for 2011. He and Ed did a self audit on the budget reserves and found the results to be identical to the numbers maintained by ARMI. Self audits of the reserves will be done about twice a year with the next one to be done prior to the Annual Meeting in March 2011. Frank advised that any member with concerns is eligible to make an appointment to view the information regarding the HOA assets in ARMI's office.

* The interest income for next year is projected to be lower than it was for the current year; therefore, the two CDs maturing October 16 and November 7, 2010, will be renewed for shorter terms in anticipation of higher rates being available in the Spring of 2011.

* In the Financial Work Group meeting that Ed conducted, it was observed that some budgeted expenses for 2011 have been reduced. A couple of examples were the reduced costs of the Newsletter and the new Trash Removal Contract. This has resulted in a possible excess amount of \$2,083. More on the budget will be discussed at the next BOD meeting when Ed will be present.

Chartering Documents

* **Frank Fuerst** advised that he had convened a meeting of the Work Group to discuss a limited number of potential changes designed to incorporate some updates and protections for our HOA. Following further refinement, the proposed changes will be subjected to a legal review before being presented to the membership for a vote at the 2011 Annual Meeting.

Common Grounds

Contracts – **Ken Williamson** reported that he had met with Ruppert on September 16, 2010. The pruning at the front entrance and the cutting of the swale by the bridge were checked. The area behind Lot 62 was to be reseeded and aerated that week if the weather permitted.

* Ruppert advised they had been asked by OLM for a cost estimate to treat the ponds for algae. Two options to kill algae were mentioned, i.e., the use of a color dye or a chemical.

* An estimate was received from Ruppert, in the amount of \$310, to aerate and reseed the front entrance (8700 square feet) from Rogues Rd to the Osborne Dr entrance. Top dressing this area with 'compro' would increase the amount to \$1,332. A motion was made and approved to go with the \$310 approach.

* Ken advised that the next mowing cycle was to be done the week of the October BOD meeting contingent upon favorable weather, and that the last fertilization would take place in November.

Projects – **Frank Fuerst** reported on three recently completed projects. The one behind Lots 56 and 57 was completed in a highly satisfactory manner. The project between Lots 52 and 40 will never be perfect; but it is in very good condition at this time. The project behind Lots 24, 26 and 28 has been completed. Phone lines had been cut in two places and were repaired. The Conservancy approved all three projects.

Programs

Mark Melancon reported on the following programs:

* **Aeration** – Scheduled to be completed in a week or so from the meeting date for about a dozen homeowners. The cost was \$55 per lot.

* **Sprinkler Turn-off** – Mike Pincosy had distributed flyers in the community to provide this service for \$40 per lot. Since this was the best price this year, Mark notified all the members on his winterization list to contact Mike directly to schedule an appointment. Anyone still needing this service can contact Mike at (540) 341-4955.

* **Windows** – Anyone contacting Mark will receive an article provided previously by John DePerro.

* **Insulation** – Anyone contacting Mark will be given the name of the company that provided upgraded insulation a couple of years ago.

* **Separate Meter for Lawn Watering** – Mark advised he would let Mike Pincosy know that there would be some members interested. In a subsequent conversation with Tom Daily, Mike advised that he currently is in the process of trying to clear all the necessary hurdles to be able to acquire and install one of these separate meters at his mother, Lynne's, home. Once he has been able to accomplish this, he will be in a better position to provide details to those interested.

* **Tree Trimming** – If any member is interested in having this service done, let Mark know at melanconmjf@comcast.net, or (540) 341-4177.

ARMI

The Austin Realty Management and Investment Company (ARMI), as part of its service under contract to the Vint Hill Manor HOA, is positioned to serve as a liaison between the community and the BOD and/or the ARC members. **Fred Austin**, owner of ARMI, advises that direct contact with his company results in all BOD and ARC members, as the case may dictate, being advised.

ARMI's address, where our monthly HOA assessments are sent, is: PO Box 3413, Warrenton, VA 20188. Phone: 540-347-1901, Fax: 540-347-1900

Website: www.ARMIVA.com.

Vint Hill Manor Homeowner's Association Board of Directors' Meeting Agenda November 03, 2010

- 1. Call to Order**
- 2. Membership Comment Period**
- 3. Minutes of Previous BOD Meeting**
- 4. Financial/Treasurer's Report**
- 5. Architectural Review Committee Report**
- 6. Work Group Reports**
 - a. Chartering Documents**
 - b. Common Grounds Contracts**
 - c. Common Grounds Projects**
 - d. Programs**
- 7. Unfinished Business**
 - a. Vote on Budget**
 - b. Vote on Monthly Assessment**
 - c. Determine Method for Maximum Assessments**
- 8. New Business**
 - a. Drainage Problem Between Lots 40-41**
- 9. Adjournment**