

**Point Richmond Ridge HOA  
Board of Directors Meeting  
Wednesday, January 18, 2023  
Treese Residence / Hybrid - Zoom**

**Agenda**

1. Call to Order, 5:03 PM, Jan 18, 2023
2. Establish Quorum
  - a. Quorum is met with all board members in attendance
3. Approve BOD Meeting Minutes from November 2022 Meeting
  - a. Will do via email once all BOD members review
4. Approve Draft 2022 Annual Meeting Minutes for Posting for Owners
  - a. BOD will review online and will be approved via email. K. Streeby will send to AJ for posting once reviewed and approved.
5. Officer's Reports
  - a. President
    - i. New Signature setup through StrongRoom
      1. 2 people need to sign it
  - b. Vice President
    - i. Nothing to report
  - c. Secretary
    - i. New owner in lot 1, need their info for the Sharepoint Address List
      1. Karen will get their info from the HOACS and update the Sharepoint
      2. They need the new resident flyer that Steve made. Marc will take.
  - d. Treasurer
    - i. There are a few outstanding dues and late fees
      1. It is Bruce's understanding that HOACS sends a statement via USPS monthly detailing late fees.
      2. Financial Report
        - a. Checking Acct = \$24,781.34
          - i. Approximately \$0 remaining expenses for 2022
          - ii. debits:
            1. HOACS = \$600.00
            2. Thornhill = \$483.81
            3. SouthData (postage/supplies) = \$1.63
            4. Washington Water = \$81.45
        - b. Reserves = \$65,333.99
          - i. MMA - \$19,296.99
            1. \$2.46 Interest credit (\$14.08 ytd)
          - ii. CD = \$46,037.00
            1. \$37.81 interest credit (\$290.79 ytd)
        - c. Dues/Fees/Fines:
          - i. Dues Paid = \$0 (\$41,250 YTD)

1. There was \$3,250 dues paid in December for January 2023
  - ii. Late Fees Paid = \$0
  - iii. Outstanding Dues = \$500
    1. Hunsicker = \$250
    2. Lopez = \$250
  - iv. Late Fees Due = \$275
    1. Hunsicker = \$125
    2. Lopez = \$125
    3. Nieves = \$25
  - v. Fines Due = \$125
    1. Potts = \$125
- d. Major Expenses Planned for 2022:
- e. ACC Liaison
  - i. Our Washington Water bill was unusually high, and the only water usage is the playground. Same time period (Oct 13 – Nov 10) last year was \$0.
    1. Tom suspects a leak and will check the water main and will compare the meter reading provided from Washington Water. The sprinkler head valve is closed.
    2. Water issues near lots 9 and 10; The water leak originating from a perpetual spring is suspected to be undermining the road.
      - a. The board recommends further study and fact finding before determining action.
      - b. Bruce will contact a colleague at a local professional asphalt association and will see if they would come take a look and give his expert opinion.
    3. Tom walked the neighborhood and noted some properties with excessive moss on the roof that contribute to an unsightly appearance in the neighborhood.
      - a. Tom recommends that we delay citing any homeowners until summertime when the roofs may dry off.
        - i. ACC will re-assess the neighborhood this summer and issue citations as needed.
      - b. Steve will add a note in the next newsletter about keeping on top of moss treatment on roofs.
    4. HOACS has not kept us updated on current and ongoing violations.
      - a. Tom will check with HOACS to see if they have received a response regarding the fence from lot 18, if not then the second letter should go out.

## 6. Old Business

## 7. New and Deferred Business

- a. Verify Approval of Snow Removal Policy – Steve
  - i. All members present verify that we have approved the snow removal policy.
- b. Move Excess Treasury Funds to Reserves – Bruce
  - i. Bruce will have HOACS move it.
    1. Bruce recommends carrying over \$5K in our checking account and moving the balance, apx. \$15 K into reserves.
- c. Plan for Expenditures in 2023 – All

- i. Road work, coming out of reserves (\$62,700)
  - 1. Root maintenance of the 5 trees in the helipad (tract D), coming out of reserves (\$5K)
- ii. Tree pruning, coming from routine expenses (\$500)
- d. Officer Positions for 2023 – All
  - i. Steve will put out a call in the next newsletter for people willing to step up this year, as a few positions will be vacated.

8. Review Action Items

- a. Carryover Items
- b. New Items from this meeting
  - i. Karen to get new owner info for lot 1 into Sharepoint
    - 1. Marc will take the new residents the flyer that Steve has put together
  - ii. Tom to check into the meter reading and water usage in the playground
  - iii. Bruce to contact somebody about assessing the possible road issues near lots 8 and 9
  - iv. Steve to add a note about moss removal in the next newsletter
  - v. Tom to follow up with HOACS re: status of lot 18 fence violation letter/response
  - vi. Bruce to have HOACS move excess funds to reserves
  - vii. Steve to put a request in the newsletter for volunteers to fill upcoming BOD vacancies this year.

9. Adjourn

- a. Bruce motions to adjourn, Marc seconds. Meeting adjourned 6:12 pm