

**Rolling Valley Section 8-D
HOA Quarterly Board Meeting
Tues, 21 Jul 2020**

Minutes

Location: Virtual (Zoom Meeting)

Board Members Present

Michael Graves – President

Jeff Lins – Vice President

Ruth Ann Hoel – Treasurer

Jonathan Clough – Secretary

Thomas Blume

Dennis Kurre

HOA Members

Gabi Kreuzscher

Alisa Goetz

Call to Order: Michael Graves called the meeting to order at 7:03 PM.

Treasurer’s Reports: Ruth Ann Hoel presented the 2nd quarter financial statement, reporting current reserves totaling \$13,545.60, with 10 homeowners still delinquent for their 2020 dues. The most significant expense in the recent quarter was the \$323.64 charge for our website hosting service.

Old Business:

Dues Collection for Delinquent Homeowners: Ruth Ann Hoel provided the Board with a list of the remaining delinquent homeowners, and Michael Graves led a discussion about a strategy to collect the outstanding dues. The Board decided to ask Ruth Ann to send one more email no later than Aug 1st to 8 of the 10 members for whom we have addresses for, followed up with a hand-delivered letter if no response is received within a week. Dennis Kurre volunteered to draft up the email and associated letter. (**Action Item**)

New Business:

- **Dues Collection Revisited:** In light of continued non-payment of dues by nearly 5% of the HOA membership more than 6 months into the calendar year, despite multiple emails, letters, and in-person visits, Michael Graves asked the Board to consider several options to rectify this situation:
 1. Initiate a 15+ year process to progressively increase the annual assessments within the 5% limit proscribed in the By-Laws with the goal of providing the Board with additional financial leverage to incentivize on-time payments. The suggested approach would be to increase

assessments by 5% every year until we reach a threshold near \$60/year. Homeowners that pay on time would qualify for a 50% discount, reducing their dues to the current \$30/year level. Those paying later would receive diminished discounts on a weekly basis until they are required to pay the full dues amount. Such a construct would in theory provide a more compelling incentive to pay on time.

2. Attempt to change the By-Laws at a future Annual Meeting to implement the above plan immediately without being constrained by the 5% annual increase limit. The challenge with this approach is that it would require 2/3 of the HOA membership to attend or assign a proxy. This has never been achieved in the past, and is highly unlikely in the context of the current COVID-19 pandemic.
3. Begin a systematic advertising & education campaign to remind HOA members when to pay their dues. This could include creating and posting street signs for the Annual Meeting and Annual Assessment due dates. Another option would be paying for advertisements in the WKCA newsletter. Yet another could be mailing post cards.

After considerable discussion, the consensus of the Board was to pursue options 1 and 3 above, with option 3 being implemented by purchasing some street signs and printing some flyers that Board members could hand-deliver over the course of a several days prior to scheduled events. Michael Graves volunteered to research some street sign options and report back to the Board. (**Action Item**)

VDOT Meeting: Tom Blume discussed HOA support at a meeting he was seeking to set up with VDOT to formally complain about the decrepit condition of Arley Drive, which has not been repaved in nearly 25 years. Recent patch work and pothole filling has continued the trend of ineffective half-measures that fail to address the obvious need for a full repaving. From his perch as the President of the WKCA, Tom was gathering support from nearby HOAs that could join him to represent hundreds of homeowners in the area in an effort to compel VDOT to act and fulfill their tax-payer funded responsibilities. He requested a volunteer from our Board to join him. Jonathan Clough signed up. (**Action Item**)

The meeting adjourned at 19:45 with the expiration of the Zoom reservation, but before the Board had decided on a date for the next meeting. So, it remains TBD.

Action Items for the Board:

- Draft & send an email to eight (8) of the ten (10) remaining delinquent members requesting payment of their overdue dues. (Ruth Ann Hoel)
- Draft a notice letter to the two (2) of ten (10) delinquent members for whom we do not have an email address (Dennis Kurre), and mail them (Ruth Ann Hoel)
- Draft a follow up FINAL letter to those members who do not respond to the above 8 email and 2 letter notifications and remain in delinquent status. (**Dennis Kurre**)
- Conduct research for signage in support of a new communication/education campaign (**Michael Graves**)
- Join Tom Blume for his meeting with VDOT (live or virtual). (**Jonathan Clough**)

Attachments: Treasurer's Report attached



Financial Statement
for Rolling Valley Sect