1. Meeting Start: 6:00pm.
2. Reports of Officers:
	1. President (David Hill) Report –
		1. Requested to the community members to email the BOD first (do not include Christa) for any questions or basic community issues. Property managers have a set amount of time for emails, once that allocated time has passed, the community will be charge extra.
	2. Vice President (Margaret Telesco) Report – Nothing.
		1. ARC forms - None
	3. Treasurer’s (Donna Bir) Report –
		1. Funds as of: January 2025
			1. Operating Account: $5,542.77
			2. Operating Reserves: $32,552.15
			3. Replenishing Reserves: $199,790.52
	4. Member at Large (Bruce Freeman) Report – Nothing
	5. Secretary’s (Mynor Peñalonzo) Report –
		1. Meeting minutes approval – Margaret made motion to accept December minutes, with the condition that “were remove” verbiage be replace by “will be remove.” Donna seconded it, motion passed.
		2. Items voted on last session or during January:
			1. HOA to pay for any Board Member that wants to attend the HOA conference in March 2025.
3. Managers’ Report:
	1. Our new property manager, Christa, introduced herself to the community and thanked the community for their patience during this transition.
	2. Issues with the new payment method or login to new portal, see Christa after the meeting to get homeowners’ information to resent password, assistance, etc.
4. Old Business:
	1. Discussed if the HOA will pay for BOD to attend HOA courses.
	2. The new property manager, Christa, explained the reasons for the new property manager company, the benefits, and the new company changes.
	3. Discussed if the extra homeowners’ fees will be rollover to the reserves account. Donna explained the plan to homeowners that were not at the prior meeting.

1. New Business:
	1. Margaret informed the community that she is heading the HOA Rules and Regulations

Review Committee. She explained the process of how the community can submit their inputs. She also informed that she is having issues sending the email with this information to the community, but she is working on it and will send it soon. Christa and Roger volunteered to help her if she needs assistance regarding such emails.

* 1. David suggested that once the HOA Rules and Regulations Review Committee have received all inputs, and have completed the final draft, to send the final draft to the community to ensure there is no other inputs prior to the final approval and submission to the property manager company.
	2. BOD reminded the community that the current Rules and Regulations are posted on the website and must be followed.
	3. A homeowner informed the BOD that he was missing mulch in his property. Bruce requested the company’s information and will call regarding the missing mulch.
	4. Discussed if a violation walk will be conducted during January.
1. Homeowner Forum:
	1. Attendees
		1. Roy and Theresa Clemons
		2. Deb and Steve Gallo
		3. Roger Bir
		4. Beryl Bailey
		5. Tom Amann
		6. John Robertson
		7. Cindy Grey
	2. Homeowner discussed a letter that was sent to the board a few months back regarding their family dog. In this letter, the family is requesting a waiver for their dog to be allowed not to wear a leash or harness inside the community property due to the dog’s medical condition. He also presented the Virginia state law regarding “dog on a leash,” and requested for the board to review his petition. Homeowners of the community expressed their pros and cons. BOD requested for the owners of the mention dog to write a letter stating that they will be full responsible for their dog’s actions.
	3. Homeowner wanted clarification of when it’s appropriate to contact the property manager first before any BOD. The property manager, Christa, clarified that she needs to be contact first for any emergency needs, such as leaks, any issue that can cause physical body harm, damage to the unit, or damage to common areas. She also expressed how emergency needs are handle by her. She stated that the company has a weekend emergency number. Roger stated that he will add such emergency number and information to the community website.
	4. Homeowner informed the BOD about the current work and progress being made to their pathway project. Project was approved by the BOD in November 2024.
	5. Homeowner advised the BOD to review the contract with the mulch company and that the best time to place mulch is early to mid-spring.
	6. Margaret made motion to go to executive session to discuss home violations, contracts, HOA payment delinquencies, community drainage issues.
2. Adjournment: 6:42pm.
3. Executive Session: 6:49pm. Margaret made motion to return to business meeting, Donna second it, motion passed.
4. Business Meeting Start: 8:05pm.
	1. Margaret made motion for HOA to pay for any BOD to attend HOA conference in March 2025, Donna seconded it, motion passed.
5. Adjournment: 8:07pm.