

Board Meeting Minutes 1-27-24

The Village on the New Board of Directors met on January 27, 2024 at 10 am in President Becky Lowe's home. Present were Becky Lowe, Connie Culbreth, Keith Wilson, Winborne Gautreaux, Eric Mindel (via phone). Also attending was Donna Stinman, head of Architectural Review Committee.

The meeting was called to order by Becky at 10:06.

1. Architectural Review Committee

Donna presented a detailed report of the ARC's work since May 2023.

- A. Request for tree removal - Allison and Greg Tart—exchange of emails; no second site visit yet requested by Tarts.
- B. Request to remove and replace the deck at 138 Village Pine -Andrew Lingle-approved
- C. Removal of 6 trees for construction at 142 Crain Branch-Steve Lowe-approved
- D. Deck project at 347 Crain Branch-Donna Stinman-approved
- E. Change in building material-Randy Killebrew-approved
- F. Detached Garage Project at 142 Crain Branch-Steve Lowe-approved
- G. Requested shingle change for the new house on lot 11-Dusty Rhodes-approved
- H. Request to erect split rail fence at 341 Village Pine-Keith Livengood-approved
- I. Request for an exterior paint color change-Donna Stinman-approved
- J. Inquiry about property clearing and roof pitch-Brad Thayer at lot 87 Village Spruce Pine -site visit suggested by ARC
- K. Email sent to owner about unapproved grading on lot 29.
- L. Request for a freestanding basketball goal at lot 11-Dusty Rhodes- Approved, but fixed goal recommended.
- M. Concerns expressed by Dusty Rhodes about builder insurance-The BOD discussed the concerns but tabled the discussion.
- N. Meeting with the New River Conservatory—The Conservatory pointed out our erosion problem down at the river park and made suggestions to minimize the erosion. Keith will instruct our landscaping company to leave a vegetation edge at the river, leaving access at the swimming areas.
- O. River Dock Repair-the ARC recommends the inspection and repair of the river dock at the next workday.

2. Maintenance Updates

Becky reported the lights at the front have been repaired. The gate company has not returned Becky's inquiry. Becky will follow up with them. The road repair requested by the Myklebys will be addressed in conjunction with repairs to Annabell Lee after the construction on Annabell Lee is completed.

3. List of Service Providers

The Board briefly discussed creating a list of Village on the New service people, such as ice removal, gate company, paving companies. Past President Rick Wilson and Treasurer Keith Wilson have been taking care of contacting these providers. We will work on this list.

4. Treasurer's Report

Prior to today's meeting, Keith emailed to the Board members a Combined Statement of Cash Receipts and Payments (Unaudited). He noted a 2023 Year-end Balance in the General account of \$28,002. This total will increase as more dues are collected. The Road Maintenance account balance is \$122,514.

- A. Keith noted that mowing and other expenses continue to increase; therefore, Keith suggested that VON may need to raise annual dues at the General Meeting in May. The VON Covenants allow up to a 10% raise. Josh, the landscaping contractor, indicated to Keith raising the cutting cost from \$940 to \$1000 per cutting. The Board also discussed impact fees and transfer fees. Keith noted that the Board can make recommendations about these fees for approval by the owners at the May Annual Meeting. Keith and Becky will consult with our VON attorney. Eric voiced his support for a transfer fee.
- B. Keith will order more gate remotes.
- C. The First National Bank in Jefferson will be closing. Keith recommends our continued business with the West Jefferson location. President Becky needs more documentation for access to our VON accounts. Keith will supply.

5. Secretary's Report

A. Minutes

Prior to this meeting, Winborne emailed Board members the minutes for the October 28, 2023 meeting and asked for corrections and/or additions. Keith responded with a few suggestions. Winborne revised the minutes and emailed them to BOD members. At today's meeting Connie moved for approval and Becky seconded. Winborne asked how these approved minutes could be added to the VON website. Eric volunteered to do this work; Keith will supply Eric with access to the website. Winborne asked for an approval procedure for Board meeting minutes so they can be uploaded to the website more quickly. She will email the minutes to members within a week of a Board meeting, and members will respond with corrections/additions. She will email a revised copy and ask for approval. Members will email approval or request further amendments. As soon as members approve online, Winborne will notify members of the approval, and Eric can add the minutes to the VON website. Winborne moved to approve this online approval process; Connie seconded; all approved.

- B. Winborne distributed copies of the Village on the New Owners Listing spreadsheet updated 1-10-24. Keith and Winborne exchange updates on physical and email addresses. When Keith receives a check for dues, he matches the addresses on the spreadsheet and payment check. Local realtors and attorneys almost always notify Keith about a closing on a property. He notifies Winborne and she sends the new owners a welcome letter, copy of the minutes of the last annual meeting, and a sheet asking for names, addresses, telephone numbers, and email addresses.

6. Guardrail project

At the October 2023 meeting the Board agreed to pursue bids for a guardrail located in the curve next to Lot 57 on Crain Branch Lane as it descends along Canawhay property owned by Michael

and Karen Spangler. Winborne volunteered to head the project. This project will make Crain Branch safer in ice, snow, and fog. Winborne met with Travis Perkins, owner of PADCO, and Bobby Reese, PADCO estimator, on Tuesday, January 23. PADCO does only metal rails; Mr. Perkins measured 375 feet. He sent Winborne a bid of \$8250. The price is \$22 per foot for 200' and over. 200' and less will be \$26 per foot. Winborne met with Mark McNeill, senior estimator for Tri County Paving, Inc on Thursday. Tri County does both wood and metal rails. Mr. McNeill recommended 150 feet length. Winborne requested that he submit an estimate for 150 feet of both metal rail and 150 feet of wood rail. As of the Board meeting, Winborne had not received a bid from Tri County Paving. The Board agreed to consider bids for 150 feet of guardrail. Winborne will email the Jones and Spanglers to inform them of our plans.

7. Annual Meeting

The Annual Meeting will be held on May 18, potentially with a picnic lunch following. The Board did not discuss a location. Keith reminded us in an earlier email that we need to recruit potential candidates for Board/ARC elections. The Board has tried twice without success to recruit a nominating committee; therefore, the Board will work to recruit candidates for the Board and ARC. We will need to cover Board positions with expiring terms, plus any positions the Board wants to add (up to 2). Two Board members have expiring terms. Keith announced that he is stepping down but will continue to advise. Connie also said her term expires. ARC members are elected annually. By February 1, Keith will send out an email to the POA to recruit potential candidates to present to the owners. After looking at responses to Keith's recruitment email, the Board will form a slate to present to the owners. Nominations will also be accepted from the floor at the Annual Meeting.

The meeting was adjourned at 1:02 pm.

Respectfully submitted,
Winborne Gautreaux, Secretary

Revised 2-5-24