

Glencannon Community Association 2020 Annual Meeting

March 23, 2021

Meeting held virtually via Zoom.

The meeting was called to order at 7:05 p.m. by Randy Stephenson, President.

Welcome

President, Randy Stephenson, thanked community members for joining the meeting. He introduced the other current Glencannon HOA Board of Directors and thanked them for serving on the Board: Mark Anstrom, Vice President – Architectural Review; Sahar Granholm, Vice President - Common Areas; Roy Guenther, Treasurer; Colin Lautz, Secretary. Randy then reviewed the agenda for the meeting.

Agenda

- Welcome & Introductions
- Meeting Logistics
- 2021 Board and Budget Voting
- 2021 Board of Directors Candidates
- Common Area Discussion
- Financial Highlights & FY 2021 Budget
- Architectural Review Happenings
- Community Communications
- New Business/Wrap Up

Meeting Logistics

Randy discussed the meeting logistics including that the annual meeting is an informational meeting and voting will not be conducted during the meeting. He made a request to hold questions until the end of each portion of the meeting. Randy requested that individuals please raise their hand or add a comment to the chat box if they have comments/questions.

2021 Board and Budget Voting

Randy discussed the 2021 board and budget voting protocols including:

- **Ballots are due Friday, March 26 @ 7pm**
- Ballots have been distributed to the community via email and hardcopy
- Hand deliver signed ballots to the HOA Secretary at the following address: Colin Lautz, 10002 McDuff Ct. OR send to the community email glencannonhoa@gmail.com

- The HOA Secretary will count the ballots and provide results to the community via email

Colin Lautz reminded the community to please vote if you have not already done so.

2021 Board of Directors Candidates Administrative Items

Randy introduced the new Board of Director candidates:

- President – Mark Anstrom
- VP Architectural Review – Amy Peltier
- VP Common Area – Dennise Davis, Kristen Anstrom
- Treasurer – Roy Guenther
- Secretary – Melody Yazdani

Common Area Accomplishments

Sahar Granholm reviewed the major activities and accomplishments over the year, including the following:

- Community Playground Replacement
 - Installed commercial grade playset and swing set
 - Installed a new playground area, approximately 45'x 75'
- Removed 3 dead pine trees at the park entrance close to the path at park entrance.
- Updated the common area maintenance contract to include two additional seasonal cleanups at the park entrance and Lawyers Rd. in July and September.

Sahar expressed that, due to Covid restrictions, we did not have the opportunity to hold our annual community cleanup. However, she expressed a thanks to neighbors who helped cleanup and maintain the common area on their own including:

- Noreen and Hugh Linnemann who continue to help beautify the neighborhood entrance at Lawyers Road.
- Mark Anstrom for the removal of the old wooden playground prior to the new playground install and cleanup of debris from storms.
- The Linnemann's, Colin Lautz, and Nils Granholm, who cut back the juniper that was encroaching on the sidewalk on either side of our neighborhood entrance from Lawyers Rd.
- Dennise Davis who graciously pruned the crape myrtles at the park entrance as well as coordinated treatments to two cherry trees in order to save them.
- Zulfi Khan who introduced us to the contractor who purchased and installed the playground equipment.

Sahar then reviewed potential future common area improvements under consideration listed below.

- Options for refurbishing the walkway/path in the common area including:
 - Repave and/or widen the path
 - Seal the upper path
 - Reseal the lower path
- Re-mulching the playground as an additional expense every 2 years or include as part of the community cleanup efforts
- Additional playground equipment
- Replacing sign-post on the upper trail and by the bridge

Kevin Bargo asked if thinning of trees in the common area had been discussed by the Board. Sahar indicated that this had been discussed and is performed on an ongoing basis, as needs arise. She also confirmed that tree thinning was included in the proposed 2021 – 2022 HOA budget.

Kristin Anstrom indicated that she felt adding playground equipment was a secondary concern and could be addressed through community fund raising (outside of HOA dues).

Randy indicated that near term common area priorities would include path maintenance (resealing) until funds are available for potential repaving or widening. Randy clarified that community members have expressed interest in widening the common area path.

In the virtual meeting chat, community members discussed fund raising options including the idea of donating common area benches to raise HOA funds.

In the virtual meeting chat, several community members confirmed interest in widening the common area path. Kevin asked about prior quotes for the widening the common area path. Randy indicated John Kipps had provided prior quotes received for this work several years ago and they were on the order of \$20,000 to \$30,000. It was suggested that we review adjacent communities plans for common area path maintenance and potential widening.

Financial Report and Highlights

Roy Guenther reviewed the most recent monthly treasurer's report. There are only three unpaid households for the current year's HOA dues. Two CDs were cashed in this year to contribute to construction of new playground. Roy indicated the HOA has approximately \$45,000 of cash on hand which is typical for this time of year.

Roy discussed the budget summary for Fiscal Year (FY) 2020-2021 and the proposed budget for FY 2021-2022. He indicated that during 2020-2021, the HOA did not utilize the budget for legal fees which is proposed to be reduced for 2021-2022. The current

budget also proposes to increase the common area budget for ongoing maintenance. Overall the proposed 2021-2022 budget is very similar to last year's budget.

Roy indicated an increase of 5% was implemented for the 2021-2022 dues (from \$288 to \$302). He reiterated that it will take several years to build up adequate reserves to complete future large HOA projects, such as potential widening of the common area path. Roy then summarized historical records of HOA dues shown below:

<u>Year</u>	<u>HOA Dues</u>	<u>Increase %</u>	<u>Notes</u>
2001	\$80.00		(Plus one-time assessment of \$125.00)
2002	\$120.00	50%	
2003	\$120.00		
2004	\$124.00	3%	
2005	\$135.00	9%	
2006	\$135.00		
2007	\$135.00		
2008	\$135.00		
2009	\$160.00	19%	
2010	\$160.00		
2011	\$160.00		
2012	\$166.00	4%	
2013	\$250.00	50%	
2014	\$262.50	5%	
2015	\$262.50		
2016	\$275.00	5%	
2017	\$288.00	5%	
2018	\$288.00		
2019	\$288.00		
2020	\$288.00		
2021	\$302.00	5%	

Ken Neal indicated that the significant increase in 2012 HOA dues was a result of heavy storms and legal fees. Roy reviewed a graphic of the proposed FY 2021-2022 expenses.

In the virtual meeting chat, community members discussed updating the HOA Website and potential to start a community Facebook page.

Eric Brown asked if the 5% annual increase in HOA dues was automatic. Ken Neal clarified that the 5% increase was automatic unless the Board voted to revise.

Architectural Review

Mark Anstrom summarized the requests submitted to the Architectural Review Committee (ARC) from April 2020 through March 2021:

- There were 3 requests for HOA packets for home sales. 10025 Garrett, 10033 Garrett and 9925 Steeple Run.
- There were 16+ Architectural Review requests ranging from additions, to new decks, revised fences, updated siding, new front doors and sheds.
- Reviews are typically turned around in under a week.

Mark then thanked Amy Peltier and Jodi Condes for serving on the ARC. He went on to discuss the requirements for architectural review submissions which are generally required for any visible changes to the exterior of properties including:

- New shed, deck, patio, porch or fence
- New front door or garage door
- New siding, paint, or color palette
- Significant new landscaping or hardscaping.
- New windows or shutters
- Major renovations to the exterior of the home. Additions.
- New pool or play equipment
- New roof (architectural shingles of the same color)
- If uncertain, contact the ARC

Mark explained that the ARC application form is available on our HOA website <http://glencannonhoa.info/> – ‘Architectural Review’ tab along with the Architectural Review Standards. He then described the process for selling a home within the community.

Kevin B. asked for clarification regarding HOA architectural standards/requirements regarding for grills/mullions within windows. Mark confirmed that grills in windows are a requirement of the HOA architectural standards. Kevin also asked about increasing the cost of home sale packets. Mark confirmed that the community charges the maximum allow by Virginia law for home sale packets.

Mark discussed that additional fees cannot be charged for homes that are rentals in the community. Randy stated that the homeowners, not renters, are responsible for maintenance of the properties.

Dennise Davis asked if ARC approval is required if homeowners are replacing in the same color and style. Mark clarified that these items should still be submitted to the ARC but approvals will be prompt.

Community Communications

Colin Lautz stated that unfortunately, due to Covid, we were not able to host our typical community social events. The Board is planning to reinstate these events as soon as it is safe to do so.

Colin encouraged community members to call or email a Board member with any HOA or community concerns (e.g. common area maintenance, suspicious activity). He then reviewed the two primary vehicles for community communications (website and email).

Colin reminded everyone about important information available on the HOA website (www.glencannonhoa.info) including:

- Governing HOA Documents (Bylaws, Architectural Standards)
- Monthly Board meeting minutes
- Annual meeting minutes and presentation (this years should be posted this weekend)

He reiterated the website password for Resident Info is “74Homeowner” [case sensitive] and requested that HOA members not share the password outside of the community.

Colin discussed that the community email (glencannonhoa@gmail.com) is used to communicate with the Board and the community and submit architectural review applications. He stated that the HOA does not circulate individuals email addresses and requested that if community members are not receiving HOA emails, they should send the correct email address to the Glencannon email. In addition, other directory updates like phone numbers should also be sent to the Glencannon HOA email.

He indicated the latest community directory was circulated in Fall 2020. Edits to contact information have been maintained for future directory updates and community correspondence.

Colin encouraged homeowners continue to email the Board with any issues or concerns they may have.

New Business/Wrap Up

Dennise Davis stated she was concerned with two members of the same household serving on the Board at the same time. She indicated that the intent of HOA bylaws was to only have one vote per household (i.e. one member of a household) on the board at any one time. Dennise noted she was concerned that having two members of the same household serve on the Board at the same time would not set a good precedent.

Randy indicated that the HOA bylaws do not prohibit two members of the same household from serving on the board together. He clarified this was matter was reviewed in detail by the entire Board. Randy stated HOA bylaws limit each household to one vote for community voting purposes but do not limit two members of the same household from serving on the Board at the same time. He also clarified that, based on her request, Dennise was added to this year’s ballot as a candidate for Common Area VP and that community voting for Board positions will determine specific individuals serving on the HOA Board next year.

Mark stated that, if they were on the Board together, he and Kristen Anstrom would not have the same opinion on Board matters and would not vote together on HOA issues. He also indicated that Angie and Eric Granholm previously served on the HOA Board together in the 1980's.

Dennise reiterated her concerns regarding two members of the same household serving on the Board at the same time. Randy re-stated that the bylaws do not prohibit two members of the same family from being on the Board together. He also noted there is precedence for this occurring and the community is being asked to vote to determine Board members.

A motion was made for the meeting to be adjourned and the motion was seconded. Randy thanked community members for attending the annual meeting and the meeting was adjourned.