

Minutes are not official until approved at a subsequent Annual Meeting

**HERITAGE HUNT CONDOMINIUM I
UNIT OWNERS ASSOCIATION
ANNUAL MEETING
MARCH 8, 2011
HERITAGE HUNT CLUBHOUSE CARD ROOM**

I. Call to Order

The meeting was called to order by President Ed Plummer at 2:00 p.m.

Also present were:

Board Members: Edwin Plummer – President ‘13
Kay Franklin – Vice President ‘11
Steve Verosko – Treasurer ‘12

Others: Marck Rossy, SCS Community Manager
Warren Miller, Assistant Treasurer
George Field, Chairman, Buildings and Grounds Committee
Barbara Dunn, Secretary
23 Owner/Residents

II. Proof of Quorum

Requirement for quorum is 19. Presence of a quorum was confirmed with a sign-in sheet and proxies.

III. Proof of Notice of Meeting

SCS mailed notice of meeting on February 15, 2011.

IV. Approval of Minutes

A. Upon motion by Kay Franklin with second by Steve Verosko, the minutes of the last Annual Meeting on March 9, 2010, were unanimously approved as published.

B. Upon motion by Steve Verosko with second by Kay Franklin, the minutes of the last board meeting on January 11, 2011, were unanimously approved as published.

V. Reports of Officers and Board of Directors

A. Treasurer Steve Verosko deferred to Assistant Treasurer Warren Miller, who reported that at the end of 2010 we had:

Cash in checking	\$ 74,351
Money market fund	44,325
Working capital	60,081
CD's	499,011
Repair and Maintenance Reserve	490,912
Painting Reserve	20,400

Warren noted that he expected February's income and expenses to be about equal.

Warren also noted that there were minor adjustments from the annual audit in the areas of taxes, assessments, bad debts, and interest on CDs.

- B. President Ed Plummer gave recognition to and remembrance of Lee Schultz, a resident of B Building who recently died. Lee was the last original member and a mainstay of the Legal and Covenants Committee.

Ed noted that the bank has lowered the price for unit A111 to \$179,900. A 107 is being put up for sale and, following the death of Mr. von Bergen, A306 is also expected to go up for sale soon.

The garage will be cleaned Thursday, April 21st (corrected date). All cars will need to be removed from the garage by early morning.

Comcast is holding a meeting on Wednesday at 7:00 p.m. to explain how residents will be affected by the change-over to all digital TV service. The change will require a “digital adapter” for TVs that are not connected to a Comcast cable box.

The HOA Telecommunications Task Force is conducting an online survey to gather information to aid in preparing contract requirements for HH bundled phone, cable and internet services to replace the current Comcast contract which expires in 2013.

A dining survey is also being conducted in conjunction with the development of a business plan for proposed Grill Room options. This survey is **NOT** addressing the question of whether there should be a Grill Room.

VI. Report of Management – Marck Rossy

Marck reported that the contract has been signed for CMC to conduct the required, 5-yr. condo reserve study. The cost will be \$3,000, which was the lowest of three bids.

Fireline has been contracted to conduct our fire and sprinkler system inspections.

The emergency phone service to the elevator in B Building has been repaired and the phone will be tested to verify that it is working properly.

VII. Report of Committees

A. Building and Grounds

George Field reported that a landscape walk around has been completed and landscaping enhancements contracted for last fall will be performed when weather allows.

Drywall crack repair and paint touch-up have been completed throughout both buildings.

The painting of parking space lines in front of both buildings is being coordinated with the HOA – date to be announced.

Three signs have been installed at the front parking areas, indicating spaces are reserved for condo residents and guests. Residents in nearby houses have been observed using our parking lots on a regular basis.

George reminded residents to keep cars locked even when parked in the garages as there have been sporadic reports of theft and/or vandalism. All such incidents should be reported to the police.

B. Budget and Finance

Warren Miller reported that the Budget and Finance Committee will now meet the first Wednesday of each month with the next meeting on April 6th. Residents are urged to participate as this is where residents can best see and offer their views on condo finances and ultimately how much assessments will be.

Steve Verosko reported that our auditors noted a problem in our insurance coverage; namely, Virginia law includes a formula for determining required coverage for employee dishonesty and the amount calculated according to the formula is higher than our present policy coverage. The next available level of coverage from our carrier is \$1M with an additional annual premium of about \$450. The Board unanimously agreed to such an increase and Steve Verosko will so notify our insurance agent.

C. Legal and Covenants

Ed Plummer reported that with the passing of Lee Schultze the Covenants Committee has lost its connection with the past and that the committee needs to be reconstituted. Jim McCauley, Joy Kim, Jean Herr, and Lucy Modrak have expressed a willingness to be on the committee. Ed Plummer plans to hold a re-organizational meeting prior to the next Board meeting.

Recent discussion concerning potluck events at HOA facilities led to questions regarding our condo social functions; specifically, concerning responsibility of the Condo Association in the case of a resident becoming ill at such condo gatherings. Ed Plummer explained that there appears to be no association responsibility as the association does not itself organize or sponsor the activities; rather Happy Hour, Coffee Hour, picnics etc. are conducted on the initiative of the residents in their homes (units) and/or in common areas, which are thought of as extensions of their homes.

VIII. Election of Director, Term Expiring 2014

Ed Plummer announced receipt of one declaration of candidacy by Marilyn Hodge of B311 to replace Kay Franklin, whose term is expiring with today's meeting. Warren Miller made a motion, seconded by Kay Franklin, to nominate Marilyn to the Board. There being no other nominees from the floor, a motion was made to elect Marilyn by acclamation. The motion was seconded and passed. (Following the formal meeting and in accordance with the Bylaws, the new Board agreed that Marilyn Hodge would be Vice President, Ed Plummer would be President and Steve Verosko would be Treasurer.

IX. New Business

Bill Whyte asked questions concerning interaction of coverage between the condo master insurance and individual unit owner's insurance. Steve Verosko offered his take based on his experience as an insurance agent. Steve Verosko and Ed Plummer both emphasized that prior discussion with our agent developed that condo insurance coverage is a complex issue. Mr. Whyte requested a meeting with representatives from our insurance carrier. It was agreed that such a meeting was a good idea and the Board would try to set one up.

X. The next Annual Meeting of the association will be scheduled for 2:00 p.m., Tuesday, March 13, 2012.

The next Board meeting will be 2:00 p.m., Tuesday, May 10th, 2011, in the lobby of Building A.

XI. The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Barbara Dunn, Secretary