

Church Run Homeowners Association
October 6, 2009
Board of Directors Meeting

Board members in attendance: Steve Parrott, Marcy Kaplan, Joe Cosby, Rosemary Koehler, Jeff Elgin

Others in attendance: -

- I. Steve Parrott called the meeting to order at 8:00 p.m.
- II. Secretary's Report: The reading of the September 1, 2009 meeting minutes were completed and duly approved for posting per amendments.
- III. Treasurer's Report
 - A. Quarterly Financials were reviewed. Year to date budget is in line and end of year non-committed reserve balance expected to be just over \$11,000.
 - B. Annual Budget Preparations are underway. Board to determine the amount of reserve we required for 2010 in order to calculate annual assessment.
- IV. Committee Reports
 - A. Architectural Review (Dennis Kreter provided report)
 - i. Outstanding Issues
 1. Deadline (September 13) for residence on Markham Court to correct yard and home exterior maintenance issues expired. Problems have not been corrected and no communications have been received. Hearing Notification set for Thursday, October 29, 2009 at 5 p.m. at Community Group.
 2. Residence on Woodlynne Place still need to complete work that was started on the shutters and determine if requested work has been completed on the back of the home. Final date for completion is October 15, 2009.
 3. Pre-sale home inspection was completed on 3611 Woodlynne Place. The home has a fence on the back lot line that does not meet current height standards and a gazebo that had not been approved by the ACC. The fence predates the current 72 inch requirement and therefore is not a violation. An ACC application was submitted for the gazebo which was subsequently approved.
 4. Driveway on Churchwood Place has been completed and includes a stenciled concrete apron at the entrance to the drive. The resident also requested using this technology of a slate pattern for their front walk but was turned down because it was not allowed for walkways in the CR Covenants. Allowing this construction method for walkways may need to be considered for future action.
 5. Tree house appeal followup: Resident sent a written request to alter structure in order to overturn denial. Suggested to install a hip roof with cedar shake roof and cedar shake siding.
 - a. The Board determined the structure as exists is still unapproved as ruled in the appeal and still subject to the ruling. As a gesture of good will, the Board suggests to postpone further action until Nov 1st to allow resident to submit a new application for a structure that the ACC can consider.
 - b. Board member moved to allow resident submit application, to include detailed drawings (or photographs of design) with

dimensions as well as detailed description of materials and design elements. If that application is approved, it would need to replace the tree house before Nov 1st. Regardless, the existing tree house will either need to be removed or replaced with a newly approved structure prior to Nov 1st. Motion was seconded and approved.

6. ACC members requested Community Group, Inc. provide all previous and current ARC application with documentation prior to pre-sale inspection and that Community Group Inc email ACC and Secretary of pending inspection.

ii. **New Issues** –

1. Everyone needs to help get the word out that November 9-15 is the first date for Henrico County bagged leaf removal in the neighborhood. The next date will not be until December 28. Storing bagged or loose piles of leaves at the curb for long periods needs to be discouraged. Request this be put on the website.

B. Landscaping – Bushes expected to be removed, repaired the lighting fixtures.

C. Social

- i. PTA president of Short Pump Elementary invited have Church Run future “Stingers” and their families to attend the Fall Festival on Friday, October 23, 2009 from 4:30 p.m. to 7:30 p.m. There will not be a formal tour as the County is currently developing orientation and transition plans as a result of the redistricting, however, we are welcome to participate in the Fall Festival activities and events. Since most of the events are located around and in the school, this is an excellent opportunity for you and your children to see the school for yourself. For more information, click on the following link <http://www.spespta.com/>. If you are interested in attending, please e-mail Steve Parrott by Wednesday, October 21, 2009 with the number of children and adults planning to attend.

D. Communications

- i. Newsletter pending.
- ii. Street Rep meeting held Sept 10.
- iii. Add leaf removal to website.
- iv. Treasurer to change the billing address for website domain to Treasurer and reimburse charges from previous holder.
- v. H1N1 updated and information posted on website.

V. Unfinished Business

- A. Community Survey- expect to send out pending testing issues.

VI. New Business

- A. Meeting with Windsor place regarding the landscaping and buffer for the Three Chopt Rd extention was postponed until next week.

VII. Review Action Outstanding Action Items – Marcy will email list to members and ask for updates.

VIII. Adjournment – Meeting adjourned at 9:33 pm.

- A. Next meeting November 9, 2009, 7:00 at the Parrott residence.