

**Locust Chapel Homeowners Association  
Quarterly Meeting  
Minutes for September 21, 2016**

**Attendees Present:**

- Amy Mitchell
- Raju Shah
- Jack Scanlon
- Anthony Lipphardt
- Kareem Syed

Meeting was called to order at 7:00 PM at Locust Chapel Pavilion. Quorum was established.

**Business:**

- Old Business
  - Approval of Minutes from February 22, 2016 (V)
    - Unanimous approval
  - Developer Updates
    - Engineering – Manholes covers elevated on summer solstice
    - Old farm trash disposal area cleaned up
    - Trees along trail cut after notice issue by county
  - Financials For 1st Quarter 2016
    - Snow invoice from February, presidents day weekend, pending payment
  - Board Signatures on Formal Amendments from 2014-2016
    - No response from FREM LLC. Amendments/resolutions must be formally drafted and signed by board members. Mailer sent out to community

- New Business
  - Position/Committee Updates
    - President/ Social & Communications
      - Block party – Tentatively scheduled June 25
      - Community yard sale – Date to be determined
    - Vice President/Safety & ARC
      - Radar put out by county and no cars over speed limit.
      - Homeowners inquiries regarding HOA purchase of community signage with radar to deter speeders.
    - Treasurer/Finance & Capital Improvements
      - Homeowners and Board addressed the need for fencing along bio-retention behind homes at the end of Windpower proper. Quotes on this work need to be obtained and work performed following formal dedication.
    - Secretary/Pavilion & Community Garden
      - Garden kickoff
      - Street trees workgroup – first meeting and awaiting master gardener list from planning and zoning. No replacements may be done until after dedication and confirmation by county.
    - Member-At-Large/Open & Common Spaces
  - Community Actions/Notifications- New or Pending
  - Notifications of Formal Amendments
    - Lawn maintenance – Homeowners should maintain grass to be no longer than 8” in length. Homeowners in violation will receive a 7 day notice after which they will be assessed a \$50 fine in addition to the cost for a contractor to mow the lawn.
    - Trash cans – All trash receptacles must be properly secured and stored. Cans should not be placed out at the curb earlier than 6pm the night prior and should not remain on the curb longer than 24 hours. Homeowners in violation will receive a written warning. Repeat offenses will incur escalated fines in \$25 increments, starting at \$25 and maxing out at \$100.
    - Sidewalk snow removal – Homeowners are to abide by county regulation to have removal of snow 48 hours after the last snowfall. Homeowners in

violation will receive a written notification and have 24 hours to remove snow or will be assessed a \$50 fine.

- Clean-up and maintenance of materials – All project materials must be stored in a safe manner and properly maintained to ensure a neat appearance at all times. Homeowners in violation will be given a written notice to correct the issue within 48 hours for safety issues and 7 days for all other issues, or will be assessed a \$100 fine per week.
- Future Meeting Dates
  - Quarterly:
    - Monday, September 21 (Locust Chapel Pavilion)
    - Monday, November 7 (Ilchester Elementary, closed board planning)
  - Annual: Monday October 17, 2016 7:00 pm (Ilchester Elementary)

### **Action Items**

1. Secretary, post February 2016 minutes to HOA website
2. Board, draft formal amendments/resolutions for board decisions from 2014-2016. Mailer to be issued to community
3. Board, table discussion on fences section of CC&R
4. Board, obtain estimates for potential signage with speed radar
5. Board, obtain quote for fencing/railing along large bio-retention behind homes at the end of Windpower proper.

Meeting adjourned at 9:07 PM