

**Valleybrook Homeowner's Association
 Monthly Membership Meeting
 13 October 2009**

Board of Directors: (✓) present (a) absent

✓ Bill Kouba – President	✓ Jeff Howser – Architecture	✓ Andy Orr – Treasurer
✓ Jack Caprez – Vice President	✓ Chris McGeehan – Architecture	✓ Jim Hegarty – Treasurer
✓ R. Clarkson – Solicitor	✓ Jen Kapanjie – Secretary	✓ Rich Oliver – Facilities
		✓ Andy Zachar – Facilities

Bill called the meeting to order at approximately 7:17pm. The August minutes were reviewed and Chris motioned to approve. The motion was seconded and approved by a unanimous vote.

Solicitor

- Delinquencies – two were paid in full - one payment was received on September 29, 2009, in the amount of \$1048.45. Provided the Board would agree to waive the September late fee, the account would be paid through and including September. Another owner paid \$6209.10 on October 6, 2009, to bring the account current through and including October, 2009.
- Partial payments
 - One owner paid \$435.00 on September 30, 2009, in accordance with our repayment agreement.
 - One owner has been paying the ongoing \$135.00 monthly assessment.
 - One owner paid \$270.00 in September. Balance due is approximately \$300.00.
 - One owner has been paying the ongoing \$135.00 monthly assessment.
 - One owner paid \$398.25 on October 9, 2009. Balance due is \$655.00.
- Others
 - One property is on Sheriff's sale list for October 16, 2009. Owner has property listed for sale. Balance due is approximately \$3500.00.
 - One property was recently listed for sale. Balance due is approximately \$4800.00.
 - One homeowner has a balance due is approximately \$1000.00.
 - One homeowner has a balance due is approximately \$700.00.
 - One homeowner has a balance due is approximately \$1600.00.
 - One owner expects to pay in full in approximately 30 days. Balance due is approximately \$1450.00.
 - One homeowner has a balance due is approximately \$1900.00. Homeowner has promised to pay \$270.00 this month and \$405.00 per month thereafter.
 - One homeowner has a balance due is approximately \$2800.00.
 - One unit is currently "unassigned" with a balance due is approximately \$2200.00. Clarkson asked if the board wants him to correspond with the owner.
- SWDCMA - has indicated that its proposal is good only through September, 2009.
- Retaining wall between #98 and #99 – owner forwarded a proposal and Architectural Application to Clarkson which was sent to Chris. The proposal and application have been approved conditioned upon the privacy divider wall being Nailite Rough Sawn Cedar in Sunset Cedar, the job being scheduled in 2 weeks with the start date provided to Clarkson's office in writing and the job being completed by December 1, 2009.

Architecture

- Sending violation letters out to certain homeowners, now Clarkson will send separate letter in addition to letter from VB
- Now beginning to send monthly and yearly letters out
- The garden window at #149 has been approved and is now installed in this end unit, the result was very aesthetically positive

Facilities

- Verizon Fios has now been installed in the clubhouse to replace the old provider, at no additional charges
- Jack to investigate possibility of installing a new oil tank – removing the old tank from the ground (delivery of oil has already been stopped)
- Jack cut down tree behind #106 that was a problem
- Parking - Due to increase in vandalism, parking, and arguments amongst neighbors, the board is motioning to pass new parking regulations. The board wants to move to a parking sticker regulation – each homeowner is entitled to two spots (two stickers) and if they want to park more cars they can purchase an additional sticker for a fee. The form will be online and you can attain your stickers at the clubhouse. Revenue from the stickers will go into the capital projects fund. The board voted and the motion was passed by unanimous consensus. Richard Clarkson will work on the numbering of the document and it will be added to our governing documents.

The meeting was adjourned at approximately 9:00 pm.

VBHA Secretary