

Lenox Place at Sunnyside Homeowners Association, Inc.

Board of Directors-Monthly Meeting

July 24th, 2024; 7:00 pm

Virtual Meeting via Zoom

Attendance

Directors

Jim Rorke, President
Kelly Chambers, Vice President (in at 8pm)
Curt Robinson, Treasurer
Sherwin Lee, Secretary
Marie DiRocco, Member at Large (Absent)

Residents

None

Management

Sheila McMullan, Capitol Property Management

I. Call to Order

Jim Rorke called the meeting to order at **7:08pm**. Curt Robinson motioned to accept the meeting agenda, seconded by Jim. Vote to accept unanimous.

II. Resident Forum

No residents in attendance.

III. Meeting Minutes

Curt Robinson made the motion to approve the meeting minutes for June 26th, 2024, seconded by Jim Rorke. Vote was unanimous to approve the motion (**3**).

IV. Committee Reports

- Finance Report:

Curt made the motion to move funds in the amount of **\$6,367.35** from the John Marshall checking account to the Morgan Stanley interest bearing savings account. Motion seconded by Jim. Vote was unanimous to approve the motion (**3**). Curt mentioned an invoice from Capitol in the amount of **\$415.20**. He requested additional information to determine the reason for this expense? Sheila McMullen thinks this expense was to replace a “curb your dog” sign? Further investigation will be needed to ascertain the reason for this expense.

- Landscaping:

No landscaping report. Awaiting additional proposals for projects. Shiela to follow up with Kelly Chambers and Yellowstone, the contractor.

- ARC:

Molly Perkins to do cover letter for mailing. ARC application to be included in the mailing. The Electronic meeting Resolution also included in this mailing.

- Parking:

Sheila will reach out to Dominion regarding regular enforcement. She stated one vehicle was towed in the month of June.

V. Management Report

- Old Business:

Fence Project – It is imperative that the community be kept informed and aware of the details of all phases of the project. An in depth discussion regarding communication with the residents took place. Special attention to 4 units located on Shorter Lane was the primary focus of this discussion, specifically the retaining wall located behind these homes. Sheila will follow up to make sure this communication is initiated in a timely manner in advance of the project start date.

National Night Out (NNO) – The final menu was presented by Sheila and a discussion about providing refreshments/drinks for the event ensued. Kelly Chambers volunteered to purchase the drinks and be re-imbursed by the HOA. Jim made the motion to reimburse Kelly up to \$250.00, seconded by Curt. Vote was unanimously approved (4).

- New Business:

Snow Proposals – A discussion took place of two **snow removal** proposals that have been received to date by Sheila for the upcoming 2024/2025 winter season. It was determined that more options/proposals and requirements will be needed.

VI. Executive Session

Kelly made the motion to go into Exec. Session., seconded by Curt **(9:10 pm)**.

Discussion: 1) Inspection violations from 2023 that have yet to be corrected.

2) Aged Owner late fees balances.

Sherwin Lee made the motion to leave Exec. Session, seconded by Jim **(9:26 pm)**.

VII. Adjournment

Sherwin made the motion to adjourn, seconded by Jim which passed unanimously **(9:28pm)**.