

SAYBROOKE VILLAGE OF BRISTOL OF VA
BOARD OF DIRECTORS MEETING
October 6, 2008
MEETING MINUTES

CALL TO ORDER

A meeting of Saybrooke – Village of Bristol Board of Directors was held on October 6, 2008 in the Saybrooke Village of Bristol of VA clubhouse. In attendance: Jane Leckert (President), Matt Casey (Treasurer), Jennifer Gessner (Director), Kendra Guber (Director), and Michael Kasun (Director), Peter Rightmeyer, Armstrong Management.

The meeting was called to order at 7:39 p.m. It was noted that a quorum of Board members was present.

Dave Finocchiaro (Vice President), Andrea Ferguson (Secretary) absent.

RESIDENT INQUIRIES

Resident inquiry regarding an unkempt home. The Board informed the neighbors on the current Violation process and status of the home in question.

OLD / UNFINISHED BUSINESS

- Lawn Contract was tabled until the next Board meeting.
- The Board reviewed the Fall Flower rotation contract. Matt Casey made a motion to accept the proposal, seconded by Jen Gessner.

NEW BUSINESS

- Peter Rightmeyer informed the Board that the County intends to begin work on the sound barrier wall in the spring.
- Jane Leckert will need to review and sign the paperwork. The Board then discussed the current chain link fence that is in place. We will keep the chain link fence in place until the wall is finished.
- The Board reviewed the Xscapes Snow proposal. Matt Casey made a motion to accept the snow removal pending a change to the contract from 1 ½ inches of snow before the trucks come out to 2 inches of snow, seconded by Kenra Guber. The contract was signed by Jane Leckert to be sent to Xscapes.
- The Board reviewed the Draft Budget to be sent to the homeowners. Much discussion followed.
- After reviewing the Budget for 2009 the Board made a decision to increase the dues by 5%. Jen Gessner made the motion to increase the dues, seconded by Michael Kasun.

**Amendment to the Minutes: After the Octboer 6th Board meeting Jane Leckert, President, Amy West, ON-site Manager and Peter Rightmeyer, Armstrong Manager met at the clubhouse to review a Trash Proposal from Patriot Trash submitted to Saybrooke after the Board meeting. After much discussion and an e-mail vote by the Board, Saybrooke will be switching to Patriot Trash and therefore will not need to increase the dues for 2009. The Dues will remain the same.

- Peter Rightmeyer suggested the Board have an industrial door repair company come out to the Club House to attempt to fix the doors before signing a proposal for replacing the doors. The Board agreed and will wait to see what the new company recommends.
- The Board reviewed the Armstrong Management contract for 2009. Matt Casey made a motion to accept the contract, seconded by Jen Gessner. All were in favor. Jane Leckert then spoke on behalf of the community to ask Armstrong to review their customer service standards and providing the correct information to our community members when they call Armstrong as well as having their calls returned in a timely manner.
- The Annual Meeting will be on December 8, 2008. Meeting will begin at 7:30pm, sign in at 7pm.

Close meeting at 9:00pm

EXECUTIVE SESSION

Jane Leckert made a motion to enter in Executive Session, Matt Casey seconded the motion.

The motion passed unanimously. Executive session opened 9:00pm.

The Board discussed the proposed Bad Debt write-off from the Attorney's office. Mr. Rightmeyer will contact the Attorney's office to discuss this further.

The Board received a letter from Kim Larson regarding the \$900 fine for a basketball goal violation.

Matt Casey made a motion to suspend \$800.00 on the Larson Home and ask for only \$100 at this time, seconded by Mrs. Gessner.

Ms. Leckert motioned to adjourn the meeting. Ms. Gessner seconded the motion. The motion was approved unanimously.

Meeting adjourned at 9:15 pm.