

**GEORGE MASON FOREST HOMEOWNERS ASSOCIATION
(GMFHOA)
BOARD OF DIRECTORS (BoD) Meeting
June 26, 2023**

Call to order at: 7:00pm

Attendance:

Present:	Heather Villavicencio - President Aaron Middlekauff – Treasurer (phone) Tom Calhoun – Board Member	Fred Knowles - Secretary Roy DeLauder – Grounds Chairman Cindy Linnebur - Board Member
Absent:	Julie Stewart - Vice President	Candyce Astroth - Board Member

Homeowners: None

Approval of June Meeting Agenda:

Motion to approve: Fred Second: Roy Approved: Unanimous

June meeting minutes approved unanimously by members in attendance via email on June 30

OFFICER AND COMMITTEE REPORTS:

President’s Report:

Any interactions or communications with other associations or entities outside our Association should be conducted through our President. If interactions do occur the President should be notified after the fact. This will keep us all informed and protected.

E-mail messages sent to Association members:

- 4/28/23 – clean-up day reschedule announcement
- 6/9/23 – end of school year celebration announcement

Treasurer’s Report:

Operating account: \$67,000.88
Reserve account: \$139,442.33

Taxes and audit taking longer this year because our firm changed names. More detailed information was requested.

Search for new insurance company – Aaron will coordinate

Fred will draft a proposal to allow small cost overruns in approved expenditures to be allowed with no further Board action. He will coordinate the proposal with the treasure and grounds committee chairman then present to the Board for consideration. continuing

Grounds Committee:

Actions approved via unanimous electronic vote:
Tree removal at 9992 Ashley Manor Court for \$500 on 5/18/23

Social Committee:

Annual Association picnic set for September 9th. Location and details to be determined.

Architectural Control Committee – report attached and sent to the ACC members.

Discussion of new laws regarding ACC actions and sale disclosure packages.

A new Commonwealth law has a much more detailed and lengthier format for the disclosure package required when a house is sold. The new disclosure package will take significantly longer to complete. The new law takes effect 1 July and the final form will not be available until then. The GMF Association request form will be updated and posted to our website by 1 July.

Fred will draft letter with expected repairs to 10013 Manor and request timeline. continuing

Fred will draft ACC Guideline updates and corrections and obtain ACC approval before presentation to Board for consideration. continuing

OLD BUSINESS:

Association Policies and Procedures - currently have 30.

Cindy, Roy and Tom will review and make recommendations for updating or removing. continuing

Fred will review and update disclosure package and complaint documents.

NEW BUSINESS:

An email from the Hickory Farms HOA referencing an incident was discussed. Since no further message has been received this item was tabled pending further communications from Hickory Farms.

Adjournment: President asked for a motion to adjourn meeting.

Moved: Fred Second: Tom Approve: Unanimous

Meeting adjourned at: 7:41pm

Next meeting: September 11th at 7:00pm Location: Fred – 9994 Ashley Manor Court

Prepared by: Fred Knowles – Secretary, George Mason Forest HOA

DATE: June 26, 2023

TO: GMF HOA BOD

FROM: GMF HOA ACC

SUBJECT: ACTIVITIES REPORT for period April 24, 2023 to June 26, 2023

1. GENERAL ACTIVITIES/Common Issues:
 - a. none

2. COMPLAINTS/Violations:
 - a. none

3. APPLICATION ACTIONS (in order of application, all approved):
 - a. 10003 Manor Place replace roof, skylights and gutters
 - b. 4604 Tapestry Drive replace fence gates
 - c. 9991 Ashley Manor Court replace rear window
 - d. 4570 Overcup Court expand rear fence
 - e. 4524 Gilbertson Road replace front door and shutters

4. PROPERTY INSPECTIONS (in order of application, all cleared):
 - a. none

Fred Knowles
ACC Chairman