

SACHEM'S HEAD HOMEOWNERS ASSOCIATION, INC.  
Minutes of the Board of Directors Meeting  
February 20, 2018 6:00 p.m. - 7:30 p.m.  
12412 Reed Grass, Midlothian, VA 23114

PRESENT: Karl Grimsley, President  
Carol Horner, Vice President  
Barbara Havens, Secretary

**1. Call to Order**

**2. Review Minutes of Prior Meeting**

- Minutes Reviewed and Approved

**3. Status of Projects Completed**

- Bank account has been moved from Wells Fargo to SunTrust
- Accountant email is [alex@afthomascpa.com](mailto:alex@afthomascpa.com)
- Cliff has moved the plants from the entrance to end of Needle Rush

**4. Status of Projects in Progress**

- Neighborhood Clean-Up
  - Karl has contacted a street sweeping company with little success.
  - Barbara contacted several snow removal companies and they either didn't return calls or are not taking new customers at this time. She will contact companies again in the spring to be placed on customer list.
- Neighborhood Watch Petition
  - It requires 20+ signatures. Barbara will contact Chesterfield Police to give them the signature sheets and determine next step.
- Cliff Long Update
  - Cliff has replaced the broken sign (Boating/Fishing for Residents Only.)
  - Repairing of fence...Cliff has repaired and straightened the fence in various sections. The need for a new type of fencing that will reduce/eliminate need for repairing, etc. was discussed. Further investigation needs to be done as to type and durability. The goal is to repair damaged areas now with the hope that hedges and plantings will grow up and out for a natural fence barrier.
- Plants for End of Needle Rush
  - Cliff transferred the plants from front entrance.
- 2018 Budget
  - Karl reviewed the budget information given to him by our accounting firm. Our reoccurring expenses are approximately \$11,500 annually. Once our total expenses for 2017 (re-occurring and repairs/maintenance) are deducted from our yearly income (assessments and Verizon lease), we are at a balance of **< -\$10,643.65 >**. It is important for us to have a balanced budget each year (See attached.)
  - The Lucks Lane Reserve money is currently in a CD.
  - Discussion of possible increase in assessments to \$60 will be initiated at the Annual Meeting.
- Refund from Chesterfield for Erosion Control Plants
  - Carol reported that Glenn is putting the check in the mail next week.

- Carol has sent another email to Cross Creek Nursery requesting a landscape plan for the work done/to be done. She has also asked Glenn when we can apply for the grant again and for any suggestions he might have.

#### 5. New Business

- Spring Newsletter
  - Completed projects to include are additional pet waste station on Water Willow, replacing of broken sign, and installation of Sachem's Head Information Board. Other items to include Neighborhood Watch information, VA Conservation Assistance Grant update, Regulations, and paying Homeowners Association fees (schedule of due dates and option of paying annually or quarterly.) The Annual Meeting notification can also be included.
- Email Complaints
  - Leaves in storm drains
    - Karl has dealt with this.
  - Cats
    - There is not much we can do about this as cats are allowed to "wander" outside.
- Dead Tree Removal
  - Three trees were removed from common areas
- "Pardon Our Dust" meeting was held on January 18<sup>th</sup>. See attached updated information sheet from Chesterfield County.

#### 6. Review of Minutes and Action Items

- Karl
  - Contact Cross Creek for estimates on moving grasses and bushes
  - Review budget suggestions and prepare budget sheet for next meeting
- Barbara
  - Contact snow removal companies to be put on customer list
  - Contact Chesterfield Police about next step for Neighborhood Watch.
- Carol
  - Continue to work on VA Conservation Assistance Grant with Glenn.

The next Board of Directors meeting will be **Tuesday, March 20, 2018 at 6:00 p.m.** There being no further business, the meeting was adjourned.

Barbara Havens  
Secretary

