



Westmoreland Owners Association

PO Box 6041, Williamsburg, VA 23188

WESTMORELAND HOA BOARD **DRAFT ONLY**

Meeting – October 3, 2011 - 7:00PM

Present: President - Russ Hill, Secretary - Olivia Hartman, Member - Keith Frechette, Treasurer - Davie Burgdorf, Bill Van Elburg - Association Manager with Berkeley Realty Member – Iveta Marston.

Russ Hill called the meeting to order at 7:08PM

Olivia Hartman requested any corrections to the July Meeting minutes. She stated the date for the next meeting said Oct. 10th. The meeting is being held on Oct. 3rd. Motion to approve minutes with stated correction by Davie Burgdorf, seconded by Keith Frechette. Minutes were approved by unanimous vote.

Russ Hill stated that the tree stump on Pennington will be removed and that there is still a stump to be ground. These are contracted. Berkeley will get someone to remove the wood that has been stacked up near the newly developed lot. They have also made arrangements with a handyman to fix minor repairs to the fence for a reasonable fee.

Architectural Review Committee - Iveta Marston stated application was filed and approved for the building on the lot on Pennington. Lot has been cleared for construction.

Management Report - Berkeley stated that the Insurance we have had in the past did not include workman's compensation and that most associations need to have that included. Our hired contractors carry their own insurance, however, if a volunteer was hurt working for the association, the association could be held liable. Three bids were solicited, with two coming in from Cincinnati and Nationwide Insurances. Discussion about overall prices and coverage. Davie Burgdorf moved that we go with Nationwide Insurance to include workmen's compensation. Keith Frechette 2nd the motion. Unanimous vote to approve. Berkeley will notify both the new and old insurances of our decision.

Reserve Study - Russ Hill stated that the Association must have a reserve study done. Berkeley found someone to do one for a fee. Russ Hill stated he is able to put a reserve study together at no cost. It was agreed that he would do this and submit to the board no later than June 2012.



Westmoreland Owners Association

PO Box 6041, Williamsburg, VA 23188

Financial Report- Davie Burgdorf presented the financial report. There was a request by Olivia Hartman to have a General Ledger accounting of all we have spent this year to account for reserve funds and how they are allocated.

The 2012 proposed budget was presented and after much discussion a motion was made by Davie Burgdorf to set the annual assessments at \$250 per lot, with a specific line item GL list to be attached for explanation. Keith Frechette seconded the motion. A unanimous vote to approve.

Process for voting on New Bylaws and Restrictions- Russ Hill moved to have the vote prior to the annual meeting by mail notification with a homeowner majority vote as required by our current bylaws, with a deadline to have all ballots to the secretary no later than November 15, 2011. Davie Burgdorf seconded the motion. A unanimous vote for approval. Russ Hill and Olivia Hartman will work together to get the ballot ready for mailing.

Nominating Committee- The Nominating Committee will consist of Olivia Hartman and Davie Burgdorf plus one non-board member to be determined to fill 3 open seats coming up for January, 2012. Solicitation by mail and canvassing for those seats. Berkeley will also send out a self-nominating form with the annual meeting notification mailing.

Next meeting will be the Annual Meeting, December 5, 2011 at 7:00 pm at the Olde Town Medical Building auditorium on Olde Town Road, Williamsburg, VA 23188

Meeting was adjourned at 9:00 PM.