

**Mosby Mountain Community Association**  
**MEETING OF THE BOARD OF DIRECTORS**

**Date and time: Monday, May 13, 2013, 6:30 pm**

**Meeting location: home of Jim and Marsha Peterson, 1969 Ridgetop Drive**

Board members present:

Dave Cain, President, 1730 Mattox Court  
Jim Peterson, Secretary/Treasurer, 1969 Ridgetop Drive  
Preston Miller, Director, 1390 Singleton Lane  
Gretchen Montgomery, Director, 1216 Hatcher Court  
Jamie Shim, Director, 1141 Turnstone Drive

Others Present

Cyril Connaughton, 1336 Singleton Lane  
John Garland, 1365 Singleton Lane  
Rohit Malhotra, 1623 Hubbard Court

1. Welcome and introduction

Mr. Cain called the meeting to order at 6:39 pm.

2. Adoption of agenda

On a motion by Mr. Miller seconded by Ms. Shim, the agenda was adopted as distributed.

3. Approval of the March 11, 2013, board meeting minutes

On a motion by Ms. Shim, seconded by Mr. Miller, the minutes of the March 11 2013, board meeting were unanimously approved as distributed.

4. Items from guests

Mr. Connaughton said there is a groundhog that lives in the common area but comes onto his property and tears up the lawn. Mr. Cain said that the animal control officer had suggested using a paint balls to discourage critters like groundhogs and bears. A property owner can also contact a pest control service when critters become a problem on their private property.

On a separate issue, Mr. Connaughton reported that Kelly Jackson, chair of the Neighborhood Watch Committee, had learned from her contact with the Albemarle police that it is in violation of our "No solicitation" even to just place flyers in our mailboxes and the police will give one warning to distributors and then if future violations occur, will cite them and impose a heavy fine.

A question was asked if a date has been set to clear the trails and Mr. Miller responded that this would be in late May or early June.

Mr. Connaughton said there is an old pump housing in the common area behind Mr. Miller's house and he was concerned that it posed a safety hazard for children. Mr. Miller said he would secure the door on the structure.

## 5. Financial Statements

Mr. Peterson distributed copies of the April financial reports (see attached). Mr. Miller expressed concerns that the recyclables were being picked up later and later and this has resulted in materials being blown out of the bins and also may become an attraction for bears. Mr. Peterson said he would contact Allied and have them rectify the situation.

Mr. Peterson reported that there are seven delinquent accounts. Discussion followed about the follow-up procedures, and that currently our accounting services bill the delinquent accounts for the expenses incurred in filing with the court, but no recovery of expenses is made for the follow-up procedures prior to court filings.

On a motion by Mr. Peterson, seconded by Ms. Montgomery, it was unanimously voted to set a late fee based on the average cost of following up on delinquent accounts, and this will be published prior to the implementation next quarter, and that the quarterly billing forms will include a statement that the late fee will be assessed if the bill is not paid by the required date.

## 6. Common Areas Committee (CAC) Report

Mr. Miller reported that Luke Marshall is taking care of the damage resulting from the last snow fall and also that grass has been planted at the entrances where damage was caused by the snow plows.

## 7. Architectural Review Board (ARB) Report

Mr. Miller reported that the ARB has processed seven applications so far in 2013, and that a notice needs to be e-mailed to homeowners reminding them of the requirement to get approval for hardscaping and landscaping changes.

There was extensive discussion about the process necessary in order to bring proposed amendments to the Covenants and Restrictions (C & R) to the membership for a vote at the annual meeting in December. The discussion also included the status of the recent survey sent out regarding various ARB requirements that are in the current C & R.

On a motion by Ms. Montgomery, seconded by Ms. Shim, it was unanimously voted to establish an ad hoc committee to examine the C & R modifications that can be brought to the membership for action at the annual meeting in December, Ms. Montgomery and Mr. Miller to co-chair the committee along with initial members Connaughton, Garland and Peterson.

8. Community Relations Committee (CRC) Report

Ms. Montgomery was out-of-town on the day of the yard sale but other board members said that it appeared to be very successful. She also noted that the Easter egg hunt was cancelled due to snow. The committee is still planning a summer bar-be-cue and this will be discussed further at the next board meeting.

9. Neighborhood Watch Committee (NWC) Report

See item 4, paragraph 2, above.

10. Items not on the agenda

These were covered under the preceding items.

11. Next meeting

The next meeting of the board will be held on Monday, June 10, 2013, 6:30 p.m., at the home of Jim and Marsha Peterson, 1969 Ridgetop Drive.

12. Adjournment

The meeting was adjourned at 9:27 pm.

Respectfully submitted,

James R. Peterson  
Secretary/Treasurer

9:19 AM  
05/13/13  
Accrual Basis

Mosby Mountain Community Association

Profit & Loss

April 2013

Apr 13

Income	
41000 · ASSESSMENT INCOME	14,157.00
42000 · DISCLOSURE PACKET FEES	14.00
43000 · INTEREST INCOME	9.85
Total Income	<u>14,180.85</u>
Gross Profit	14,180.85
Expense	
Write Off (Bad Debt Expense)	0.68
51000 · ACCOUNTING FEES	978.75
55000 · OFFICE EXPENSE	135.92
55005 · Association Events	31.00
64500 · TRASH COLLECTION	1,906.64
75300 · LANDSCAPING - CONTRACT	1,775.50
Total Expense	<u>4,828.49</u>
Net Income	<u>9,352.36</u>

9:20 AM  
05/13/13  
Accrual Basis

Mosby Mountain Community Association

Balance Sheet

As of April 30, 2013

Apr 30, 13

ASSETS

Current Assets

Checking/Savings

10300 · Cash - VNB - 6409	24,842.58
10500 · ING Direct Savings	30,029.18

Total Checking/Savings 54,871.76

Accounts Receivable

11000 · Accounts Receivable	-1,497.44
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Total Accounts Receivable -1,497.44

Other Current Assets

12000 · Undeposited Funds	1,070.68
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Total Other Current Assets 1,070.68

Total Current Assets 54,445.00

TOTAL ASSETS 54,445.00

LIABILITIES & EQUITY

Equity

32000 · CAPITAL CONTRIBUTIONS	2,000.00
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3900 · Retained Earnings	18,058.18
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39996 · RETAINED EARNING	21,407.14
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Net Income	12,979.68
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Total Equity 54,445.00

TOTAL LIABILITIES & EQUITY 54,445.00

9:18 AM  
05/13/13  
Accrual Basis

Mosby Mountain Community Association

Profit & Loss YTD

January through April 2013

Income		
41000 · ASSESSMENT INCOME		29,282.00
42000 · DISCLOSURE PACKET FEES		56.00
43000 · INTEREST INCOME		39.27
<b>Total Income</b>		<b>29,377.27</b>
Gross Profit		29,377.27
Expense		
Write Off (Bad Debt Expense)		0.68
51000 · ACCOUNTING FEES		1,278.75
55000 · OFFICE EXPENSE		135.92
55005 · Association Events		31.00
64500 · TRASH COLLECTION		7,626.56
71450 · Mailbox Maintenance		6.68
75300 · LANDSCAPING - CONTRACT		7,102.00
75400 · LANDSCAPING - NON-CONTRACT		216.00
<b>Total Expense</b>		<b>16,397.59</b>
<b>Net Income</b>		<b>12,979.68</b>

9:17 AM  
05/13/13  
Accrual Basis

Mosby Mountain Community Association

Profit & Loss Budget vs. Actual

January through April 2013

	Jan - Apr 13	Budget	\$ Over Budget	% of Budget
Income				
41000 · ASSESSMENT INCOME	29,282.00	19,198.64	10,083.36	152.52%
42000 · DISCLOSURE PACKET FEES	56.00			
43000 · INTEREST INCOME	39.27			
<b>Total Income</b>	<b>29,377.27</b>	<b>19,198.64</b>	<b>10,178.63</b>	<b>153.02%</b>
Gross Profit				
	29,377.27	19,198.64	10,178.63	153.02%
Expense				
Write Off (Bad Debt Expense)	0.68			
51000 · ACCOUNTING FEES	1,278.75	1,400.00	-121.25	91.34%
51700 · Addition to Reserve Fund	0.00	166.64	-166.64	0.0%
52000 · Liability, D&O, Bonding Ins	0.00	333.36	-333.36	0.0%
53500 · LICENSES AND FEES	0.00	50.00	-50.00	0.0%
54000 · Membership Fees	0.00	50.00	-50.00	0.0%
54500 · MEETING EXPENSE	0.00	33.36	-33.36	0.0%
55000 · OFFICE EXPENSE	135.92	166.64	-30.72	81.57%
55005 · Association Events	31.00	333.36	-302.36	9.3%
55500 · OTHER PROFESSIONAL SERVICES	0.00	66.64	-66.64	0.0%
64500 · TRASH COLLECTION	7,626.56	7,626.64	-0.08	100.0%
71450 · Mailbox Maintenance	6.68			
75300 · LANDSCAPING - CONTRACT	7,102.00	7,078.64	23.36	100.33%
75400 · LANDSCAPING - NON-CONTRACT	216.00			
75800 · Signage/Sign Maintenance	0.00	166.64	-166.64	0.0%
82500 · LANDSCAPE IMPROVEMENTS	0.00	1,666.64	-1,666.64	0.0%
<b>Total Expense</b>	<b>16,397.59</b>	<b>19,138.56</b>	<b>-2,740.97</b>	<b>85.68%</b>
<b>Net Income</b>	<b>12,979.68</b>	<b>60.08</b>	<b>12,919.60</b>	<b>21,604.0%</b>