

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

Date and time: Tuesday, September 19, 2017, 7:00 pm

Meeting location: home of Bryan and Susan Hamil, 1230 Hatcher Court, Charlottesville VA

Board members present:

Matt Althoff, President, 1372 Singleton Lane
Bryan Hamil, Secretary/Treasurer, 1230 Hatcher Court
Diego Anderson, Director, 1872 Rhett Court
John Garland, Director, 1365 Singleton Lane
Joe Cantu, Director, 1945 Ridgetop Drive

Others present:

Ilse Pena, 1869 Rhett Court

1. Welcome and introductions

President Matt Althoff called the meeting to order at 7:04pm.

2. Adoption of agenda

On a motion by Mr. Cantu, seconded by Mr. Anderson, the agenda was adopted as distributed.

3. Approval of the August 15, 2017, board meeting minutes (posted on the mosbymountain.org website)

On a motion by Mr. Cantu, seconded by Mr. Garland, the minutes of the August 15, 2017 board meeting were unanimously approved as distributed.

4. Financial statements

Mr. Hamil distributed copied of the August 31, 2017 financial statements (see attached). On a motion by Mr. Hamil, seconded by Mr. Garland, it was unanimously voted to accept the August 31, 2017 financial statements

5. Committee reports

a. Architectural Review Board

No Report.

b. Common Areas Committee

Mr. Anderson reported that bee's nest reported in the common area behind 1147 Turnstone was addressed by Intrastate Pest Control on 9/11.

Mr. Anderson provided a Common Areas Committee report based on their meeting on 9/14 (see attached).

c. Community Relations Committee

Mr. Garland reported the next community event will be the Halloween party, currently planned for Tuesday, October 31st. Event will start at 5:30pm.

After discussion with the board, Mr. Garland will extend an invitation to homeowners in Mountain Valley to attend the Halloween event.

6. Adoption of 2018 Budget

Mr. Hamil distributed the proposed 2018 budget. Based on the request from Mr. Anderson and the Common Areas Committee, a line item for \$18,000 was added to cover the sign replacement project in 2018. This expense will be covered from the VNB Cash account. No additional questions were raised.

The board reiterated the possibility of raising HOA dues to cover rising costs of services in 2019.

On a motion by Mr. Hamil, seconded by Mr. Garland, the board unanimously voted to adopt the 2018 budget (see attached) with the quarterly dues remaining at \$110.00 and allocating funds to cover the sign replacement project.

7. Planning of the Annual Meeting and slate of 2018 officers and directors

No responses from interested members have been received. The board discussed ideas and considerations to help recruit members to fill the upcoming board vacancies.

Mr. Hamil will reach out to Calvary Chapel of Charlottesville as a location to host the annual meeting.

8. Comments on items not on the agenda

Mr. Wilson is unable to attend board meetings and has therefore offered his resignation.

On a motion by Mr. Garland, seconded by Mr. Cantu, the resignation from the board of Mr. Clay Wilson was accepted.

9. Next regular board meeting will be the Annual Meeting in December. Date and time TBD.

10. Adjournment

On a motion by Mr. Garland, seconded by Mr. Hamil, the meeting was adjourned at 8:02pm

Respectfully submitted,

Bryan Hamil
Secretary/Treasurer

Common Area Committee Report

- Request 2018 capital place holder of \$15K for signage renovation at Ambrose Commons
- Request 2018 placeholder of \$3K for signage general maintenance improvement on Singleton Lane
- Provide a guideline budget for Committee to work towards competitive bidding solution in 2018

Common Committee did a brief neighborhood walk-thru on Sunday 9/17 and identified the following items that will need to eventually be addressed (Punch-list of items)

- **Remove Crepe Myrtle suckers at base and dead limbs on recent plantings at neighborhood entrance of Ambrose Common meant to provide screening. Also, binders need to be removed off of crepe myrtles**
- **Improve look of planting bed area at Hatcher and Ambrose commons** via the following items:
 - Smooth out mulch lining area to make more uniform
 - Remove Gold lace Junipers under maple tree
 - Removing dead limbs and remove suckering at base of crepe Myrtles being overgrown
 - Cut back large Maple limb over-hanging onto Magnolia
- **Remove dead tree next to water pump house next to Crepe Myrtle**
- On Ridgetop Drive, **remove and replant last 4 sickly looking Maple Trees at the end of street.**

Additional Item – replanting of evergreen pine trees removed off Singleton

August 2017 Balance Sheet		Aug 31, 17	August 2017 Budget vs Actual			
			Jan - Aug 17	Budget	\$ Over Budget	% of Budget
ASSETS			Ordinary Income/Expense			
Current Assets			Income			
Checking/Savings			41000 · ASSESSMENT INCOME			
10300 · Cash - VNB - 6409	47,886.71		39,656.58	39,270.00	386.58	100.98%
10500 · Capital One Business Savings	30,553.66		41500 · Fee Income			
			160.00			
Total Checking/Savings	78,440.37		43000 · INTEREST INCOME			
			81.10	100.00	-18.90	81.1%
Accounts Receivable			Total Income			
11000 · Accounts Receivable	-4,633.18		39,897.68	39,370.00	527.68	101.34%
Total Accounts Receivable	-4,633.18		Gross Profit			
Total Current Assets	73,807.19		39,897.68	39,370.00	527.68	101.34%
TOTAL ASSETS	73,807.19		Expense			
LIABILITIES & EQUITY			51000 · ACCOUNTING FEES			
Equity			1,642.50	2,800.00	-1,157.50	58.66%
32000 · CAPITAL CONTRIBUTIONS	2,000.00		52000 · Liability, D&O, Bonding Ins			
3900 · Retained Earnings	45,259.80		0.00	733.32	-733.32	0.0%
39996 · RETAINED EARNING	21,407.14		53500 · LICENSES AND FEES			
Net Income	5,140.25		61.21	100.00	-38.79	61.21%
Total Equity	73,807.19		54500 · MEETING EXPENSE			
TOTAL LIABILITIES & EQUITY	73,807.19		0.00	66.68	-66.68	0.0%
			55000 · OFFICE EXPENSE			
			84.05	133.32	-49.27	63.04%
			55005 · Association Events			
			230.19	666.68	-436.49	34.53%
			64500 · TRASH COLLECTION			
			12,852.00	12,852.00	0.00	100.0%
			75300 · LANDSCAPING - CONTRACT			
			17,112.00	17,112.00	0.00	100.0%
			75400 · LANDSCAPING - NON-CONTRACT			
			2,225.00	422.68	1,802.32	526.4%
			85500 · WEBSITE EXPENSE			
			550.48	120.00	430.48	458.73%
			Total Expense			
			34,757.43	35,006.68	-249.25	99.29%
			Net Ordinary Income			
			5,140.25	4,363.32	776.93	117.81%
			Net Income			
			5,140.25	4,363.32	776.93	117.81%

July 2017 P&L		Jan - Jul 17
Ordinary Income/Expense		
Income		
41000 · ASSESSMENT INCOME		39,648.23
41500 · Fee Income		135.00
43000 · INTEREST INCOME		70.74
Total Income		39,853.97
Gross Profit		39,853.97
Expense		
51000 · ACCOUNTING FEES		1,642.50
53500 · LICENSES AND FEES		61.21
55000 · OFFICE EXPENSE		84.05
55005 · Association Events		230.19
64500 · TRASH COLLECTION		11,245.50
75300 · LANDSCAPING - CONTRACT		14,973.00
75400 · LANDSCAPING - NON-CONTRACT		2,225.00
85500 · WEBSITE EXPENSE		550.48
Total Expense		31,011.93
Net Ordinary Income		8,842.04
Net Income		8,842.04

MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- BUDGET 2018

A	B	C	D	E	F	G	H	I
Categories	Code	15 Budget	15 Actual	16 Budget	16 Actual	17 Budget	17 Projected	18 Budget
Assessment Income	41000	\$ 57,596.00	\$ 57,686.32	\$ 52,360.00	\$ 52,419.54	\$ 52,360.00	\$ 52,482.03	\$ 52,360.00
Fee Income	41500		\$ 240.00		\$ 180.00		\$ 160.00	\$ 175.00
Disclosure Packet	42000	\$ -	\$ 120.93	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	43000	\$ -		\$ -	\$ 111.13	\$ 150.00	\$ 136.91	\$ 150.00
Misc Income	44000	\$ -	\$ 25.00	\$ -	\$ 25.00	\$ -	\$ -	\$ -
Total Income		\$ 57,596.00	\$ 58,072.25	\$ 52,360.00	\$ 52,735.67	\$ 52,510.00	\$ 52,778.94	\$ 52,685.00
Write Off (Bad Debt Expense)			7.77					
Accounting	51000	\$ 4,200.00	\$ 4,771.42	\$ 4,200.00	\$ 2,893.89	\$ 4,200.00	\$ 3,357.05	\$ 3,400.00
Bank Charges	51500		\$ 10.00				\$ -	
Liability, DBO, Bonding Ins/ins general 66350	52000	\$ 1,000.00	\$ 1,070.00	\$ 1,000.00	\$ 1,037.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
Legal	53000	\$ -	\$ 412.00	\$ -	\$ 621.00	\$ -	\$ -	
Taxes and Licenses	53500	\$ 150.00	\$ 135.73	\$ 150.00	\$ 63.84	\$ 150.00	\$ 123.32	\$ 150.00
Meeting Expense	54500	\$ 100.00	\$ 100.00	\$ 500.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Office Expense	55000	\$ 500.00	\$ 213.95	\$ 500.00	\$ 263.69	\$ 200.00	\$ 167.59	\$ 200.00
Website Expense	85500	\$ 180.00	\$ 179.88	\$ 180.00	\$ 179.88	\$ 180.00	\$ 550.48	\$ 17.00
Other Services	55500				\$ 10.00		\$ -	
Association events/activities 56200	55005	\$ 1,000.00	\$ 600.06	\$ 1,000.00	\$ 649.20	\$ 1,000.00	\$ 730.57	\$ 750.00
Memberships	54000						\$ -	
Miscellaneous expense	74200						\$ -	
Common area maintenance ("contract")*	75300	\$ 20,952.00	\$ 21,729.00	\$ 20,952.00	\$ 21,564.00	\$ 25,668.00	\$ 25,668.00	\$ 25,668.00
Misc Common Area Improvements	83000	\$ 11,307.00		\$ 4,171.00	\$ 1,530.00		\$ -	
Landscaping - Noncontracting	75400		\$ 2,932.00	\$ 1,500.00	\$ 5,085.00	\$ 634.00	\$ 2,425.00	\$ 1,450.00
Drainage / fencing 75200-82250 maintenance	82000						\$ -	
Signage/Sign Maintenance	82500		\$ 138.53				\$ -	
Mailbox Maintenance	75800						\$ -	
Trash Collection	71450	\$ 18,207.00	\$ 18,232.00	\$ 18,207.00	\$ 18,207.00	\$ 19,278.00	\$ 19,278.00	\$ 19,850.00
Addition to reserve fund - see below	64500		0		0		\$ -	
Addition to operating reserve fund - see below	51700	\$ -	0	\$ -	0	\$ -	\$ -	\$ -
Snow Removal			\$ -		\$ -		\$ -	
Mosby Mtn Sign Replace/Repair Prjct								\$ 18,000.00
Total Expense		\$ 57,596.00	\$ 50,532.34	\$ 52,360.00	\$ 52,204.50	\$ 52,510.00	\$ 53,500.01	\$ 70,685.00
Quarterly Dues		\$ 121.00	\$ 121.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00
Addition to special reserve fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Addition to operating reserve fund		\$ -	\$ 7,539.91	\$ -	\$ 531.17	\$ -	\$ (721.06)	\$ (18,000.00)