

**Richland Forest
Homeowners Association
c/o Koger Management
312 E. Market Street, Suite C
Leesburg, VA 20176
www.richlandforest.com**

RFHOA Board of Directors Meeting, Cascades Regional Library, January 9, 2008,
came to order at 7:10 P.M.

Attendees: Natalie Rose, Sheila Green-Singleton, Steve Satre, Sue Kysela, Colleen Long, Pam Valatka, Jennifer Rosa

I. Elections for the Board

Election results are as follows:

Sheila Green-Singleton - President

Steve Satre - Vice President

Sue Kysela - Treasurer

Natalie Rose - Secretary

New Committee Chairs:

Colleen Long - Traffic

Steve Satre - Architectural Control

II. Open Forum

Many items found to be non-compliant at a house on Bullrush: Hand truck, bucket, tire, white wash faded fence.

Throughout the community: Still seeing trash cans in view from the front of the house.

Home on May Apple - appears to have untagged vehicles

III. December Minutes

Name was misspelled; corrected Jon Runger's name (with Pine Ridge)

Approved with the above change.

III. Committee Reports

A. Treasurer

Sue Kysela

RF has a past-due bill with the attorney; Jennifer Rosa to pay. Most delinquent payments by homeowners have been paid.

All contracts have an increase; added audit & tax prep to budget; also need to do reserve study (state mandated; good for 5 years).

Landscape budget needs to be cut; if snow removal ends up costing less, can re-allocate the funds.

Propose a 5% fee increase in Homeowner's dues.

Pam moves to approve budget; Steve seconds; motion approved.

2007 audit - same \$1250 cost as previous year.

B. Communications **Natalie Rose**
None.

C. Landscape **Pam Valatka**
Acquire name and information of person who ran thru the fence & knocked down trees on Augusta during ice storm.

Received bids for fence repair & tree removal & replacement.

Recommend S&S Handyman Services for fence repair.
Recommend bid/proposal from Pine Ridge, but to wait on tree & seed planting until Spring; just tree removal for now.

D. Developer Close-out **Shonnie Dennis**
Richland Forest sign is coming.....
Augusta still in progress for being released.

E. Traffic & Parking **Colleen Long**
No parking too close to stop signs. No parking opposite to traffic (wrong direction)

F. Architectural Control **Steve Satre/Sheila Green-Singleton**
Reviewed Management Report of open violations; violation letters to be sent.

Steve moves that on Jan 12, owner still non-compliant, need to receive notice of contractor to be removing trash/debris. Owner to pay contractor fees.
Natalie approved.

Motion passed.

Natalie moves to approve attorney's spec changes; Sheila seconded; motion approved.

Amended seller's packet with just the new changes to be mailed to residents. TO receive a copy of the seller's packet is \$245. Most recent version is from 2000.

IV. Other Business

Meeting to now be second Monday of the month.

VI. Next meeting: Wednesday, February 13, 2008, at 7:00PM, at the Cascades Regional Library.

VII. Meeting adjourned: @ 9:00 PM