

**Richland Forest
Homeowners Association
P.O.Box 10133
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www.richlandforest.com**

**Board of Directors
Meeting Minutes
August 9, 2006**

Meeting came to order at 7:10 PM at Cascades Library

Attendees

Board Members: Jack Jernigan, Sheryl Dufour, Natalie Rose, Sheila Singleton

- I. **Review & Approve Minutes** June meeting minutes approved with minor changes.
- II. **Treasurer Report** – Sheryl reminded the Board that we are overdue for an audit by Koger Management.
- III. **Committee Reports**
 - A. **Communications** – The second newsletter went out in June. Unfortunately, the newsletter was not printed properly and was very difficult to read. This will be addressed before the next newsletter gets mailed out.
 - B. **Landscape** – A live tree was inadvertently removed from a resident's property by the developer. There have been many compliments by the community residents on the way the grass and gardens are being cut and maintained this year.
 - C. **Developer Closeout** – Augusta Drive has finally been paved; median stop signs to come. Need to have a walk-thru with VDOT. Unknown when Richland Forest signs will be installed.
 - D. **Traffic & Parking** -none.
 - E. **Architectural Control**
 - a. **Inspection** – Unknown if inspection letters have been sent out for violations by Koger Management.
- IV. **Other Business** – none.
- V. **Annual Meeting** – October 11, 2006, Room B. Need to get mailings sent out in advance for ballots.
- VI. **Roundtable Discussion** – Board terms should be staggered. All but Treasurer were replaced in January.
- VII. **Next Meeting** – Thursday, September 14 in the Group Study room of Cascades Library.
- VIII. **Adjourn** Meeting adjourned at 7:56 PM.