

Mosby Mountain Community Association

MEETING OF THE BOARD OF DIRECTORS

Date and time: Tuesday, November 10, 2009, 6:30 pm

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

Board members present:

Barbara Strain, President, 1635 Hubbard Court
Jim Peterson, Secretary/Treasurer, 1969 Ridgetop Drive
Brian Roy, Common Areas Committee Chair, 1647 Hubbard Court
Matthew Althoff, Community Relations Committee Chair, 1372 Singleton Lane

Others present:

Ron Matthews, 1706 Mattox Court
Marsha Peterson, 1969 Ridgetop Drive

1. Call to order

Ms. Strain called the meeting to order at 6:35 p.m. This meeting, originally scheduled for November 3, was moved back one week to November 10 so as not to conflict with the state and local elections held on the 3rd. Ms. Kristie Beitz and Mr. Todd Jenkins called prior to the meeting indicating they were unable to attend.

2. Adoption of agenda

Because Mr. Matthews, chair of the Nominating Committee, had another commitment, Ms. Strain asked for his report first.

3. Nominating Committee report

Mr. Matthews reported the following slate of directors and officers for 2010:

Directors (two year terms): Jeff Horsman, Jim Peterson, Carol Price, and Barbara Strain
Note: Matt Althoff, Kristie Beitz and Todd Jenkins will continue on the board serving the second year of their two-year terms; Michael Hightower declined to seek reelection to another two-year term on the board)

Officers: (one year terms): Barbara Strain, president; Kristie Beitz, vice president; and Jim Peterson, secretary/treasurer

Nominations for directors and officers will be accepted from the floor provided the person making the nomination has previously secured the permission of the proposed nominee to have their name placed in nomination.

4. Approval of October 6, 2009, board meeting minutes

On a motion by Mr. Althoff, seconded by Mr. Roy, the minutes of the October 6, 2009, board meeting were unanimously approved as distributed.

5. Financial Statements

The financial statements for September and October were reviewed (see attached). The cash balance for October 31 was \$24,377.20 with a reserve fund account of \$10,263.97.

Mr. Peterson reported that the state records still list Saunders CPA as the official contact person for the association even though the firm no longer exists following his death and the merger into Wills & Co. In any event, the Saunders never received a single call as a result of the listing, but rather Mr. Peterson has been regularly contacted. Robinson Farmer Cox Associates have asked that they not be listed as the contact person once the transition to their firm is completed. However, any member of the association can be designated as the official contact as long as they are not a paid employee of the association.

On a motion by Mr. Roy, seconded by Mr. Althoff, it was unanimously voted to designate Mr. James Peterson as the association's contact person with the Virginia Department of Professional and Occupational Regulation.

6. Committee appointments

No new appointments were suggested.

7. Common Areas Committee report

Mr. Roy reported that 16 members participated in the community work day held on October 25 at which time the trails were cleaned and wood chips spread on the trails, the bridges on the trails were stained, and posts were installed on the trails. He also reported that Blue Ridge Landscaping has been mulching the trails and embankments, and the trees have been planted on Ridgetop Drive.

8. Architectural Review Board report

Mr. Jenkins, ARB chair, was unable to attend the meeting, but he did e-mail a report to the board indicating that the ARB has approved three projects this period. Also, pending his completion of a records search at the courthouse, a final determination has not been made on one final outstanding pool permit situation.

Mr. Jenkins has identified an individual that will paint the mailboxes in the community with the funds budgeted next year.

9. Neighborhood Watch Program.

Mary DeSouza, chair of the Neighborhood Watch Program (NWP) provided Ms. Peterson, a member of the NWP committee, with a report to be presented to the board.

Neighborhood Watch Signs have been installed at both entrances to Mosby Mountain. Thank you to Brian Roy and the Common Areas Committee for completing the installation. A concern was raised by a homeowner about the original placement of the sign on Singleton Lane. After additional guidance from VDOT, an alternative location was selected, and the sign was moved accordingly.

Block Captains received contact information for their block. It is now the responsibility of each captain to contact their neighbors to determine the best way to contact them in the event of a criminal incident in our neighborhood.

No incidences were reported to the Neighborhood Watch Chair for the weekend of Halloween.

The next Neighborhood Watch meeting is tentatively scheduled for January 2010.

10. Community Relations Committee

Mr. Althoff reported that the Halloween celebration organized by Nicky Shell was a tremendous success. This could become a great annual event.

There was more discussion about developing an electronic newsletter. Announcements and other items that are time-sensitive could continue to be sent out as e-mails.

11. Planning for the December 1, 2009, Annual Meeting of the Membership

Pat Campbell has reserved Covenant School for the annual meeting. In past years when the school made its facilities available for Association meetings, a contribution was made to the school.

On a motion by Mr. Roy, seconded by Mr. Althoff, it was unanimously voted to issue payment to the Covenant School in the amount of \$100.00 for their provision of meeting space for the June and December 2009 association meetings of the membership.

There will be two action items requiring a vote of the members at the annual meeeting: the approval of the December 3, 2002, annual meeting minutes, and the election of the directors and officers. The agenda overall will generally follow the format used last year.

12. Next meeting

The next meeting of the board will be held on Tuesday, January 5, 2009, at a location to be determined.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

James R. Peterson
Secretary/Treasurer

1:03 PM
11/10/09
Accrual Basis

Mosby Mountain Community Association
Balance Sheet
As of September 30, 2009

	<u>Sep 30, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
10300 · Cash - VNB - 6409	16,659.16
Total Checking/Savings	16,659.16
Accounts Receivable	
11000 · Accounts Receivable	-386.17
Total Accounts Receivable	-386.17
Total Current Assets	16,272.99
Other Assets	
10500 · ING Direct CD	10,254.01
Total Other Assets	10,254.01
TOTAL ASSETS	<u><u>26,527.00</u></u>
LIABILITIES & EQUITY	
Equity	
32000 · CAPITAL CONTRIBUTIONS	2,000.00
39996 · RETAINED EARNING	21,407.14
Net Income	3,119.86
Total Equity	26,527.00
TOTAL LIABILITIES & EQUITY	<u><u>26,527.00</u></u>

MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC.

BUDGET 2009

Budget Report as of September 30, 2009

		A	B	C	D	E
		BUDGET 2008 \$97.15/qtr	ACTUAL 2008	BUDGET 2009 \$129.87/qtr = increase of \$32.72 per qtr = 34% increase	September 2009	September to date 2009
INCOME						
1	Regular assessment income	46,241	46,243	61,818	0	46,397
2	Disclosure packets	--	83	39	0	136
3	Interest income	100	121	0	10	110
4	Total income	46,341	46,447	61,857	10	46,643
5	Accounting/Management	4,700	4,217	4,225	300	2,802
6	Legal	1,000	0	1,000		0
7	Taxes and licenses	50	183	50		125
8	Meeting expense	250	120	250		0
9	Office expense	1,200	903	1,150		279
10	Website expense	--	165	180	16	223
11	Other professional services	250	255	250		100
12	Social activities				30	30
13	Liability, D&O, Bonding	900	809	897	27	27
14	Common areas maintenance	8,500	8,500	19,500	3,065	15,661
15	Landscaping improvements	5,000	6,237	10,950	3,600	5,400
16	Signage/Sign maintenance	450	569	450		47
17	Snow removal	2,500	1,403	2,500		906
18	Community-wide trash pickup	20,163	20,488	20,163	1,680	15,118
19	Total expenses	44,963	43,849	61,565	8,718	40,718
20	Addition to operating reserve	1,378	2,598	292	(8,708)	5,925
21	Special assessment income	29,155	29,155	0	0	2,855
22	Special assessment landscaping	29,155	26,300	2,855	1,900	2,805
23	Special assessment balance	0	2,855	0	(1,900)	50

1:03 PM
11/10/09
Accrual Basis

Mosby Mountain Community Association
Balance Sheet
As of October 31, 2009

	<u>Oct 31, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
10300 · Cash - VNB - 6409	<u>24,377.20</u>
Total Checking/Savings	24,377.20
Accounts Receivable	
11000 · Accounts Receivable	<u>3,232.93</u>
Total Accounts Receivable	<u>3,232.93</u>
Total Current Assets	27,610.13
Other Assets	
10500 · ING Direct CD	<u>10,263.97</u>
Total Other Assets	<u>10,263.97</u>
TOTAL ASSETS	<u>37,874.10</u>
LIABILITIES & EQUITY	
Equity	
32000 · CAPITAL CONTRIBUTIONS	2,000.00
39996 · RETAINED EARNING	21,407.14
Net Income	<u>14,466.96</u>
Total Equity	<u>37,874.10</u>
TOTAL LIABILITIES & EQUITY	<u>37,874.10</u>

MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC.

BUDGET 2009

Budget Report as of October 31, 2009

		A	B	C	D	E
		BUDGET 2008 \$97.15/qtr	ACTUAL 2008	BUDGET 2009 \$129.87/qtr = increase of \$32.72 per qtr = 34% increase	October 2009	October to date 2009
INCOME						
1	Regular assessment income	46,241	46,243	61,818	15,470	61,867
2	Disclosure packets	--	83	39	0	136
3	Interest income	100	121	0	10	120
4	Total income	46,341	46,447	61,857	15,480	62,123
5	Accounting/Management	4,700	4,217	4,225		2,802
6	Legal	1,000	0	1,000		0
7	Taxes and licenses	50	183	50		125
8	Meeting expense	250	120	250		0
9	Office expense	1,200	903	1,150		279
10	Website expense	--	165	180		223
11	Other professional services	250	255	250		100
12	Social activities					30
13	Liability, D&O, Bonding	900	809	897		27
14	Common areas maintenance	8,500	8,500	19,500	2,310	17,971
15	Landscaping improvements	5,000	6,237	10,950		5,400
16	Signage/Sign maintenance	450	569	450	116	163
17	Snow removal	2,500	1,403	2,500		906
18	Community-wide trash pickup	20,163	20,488	20,163	1,707	16,825
19	Total expenses	44,963	43,849	61,565	4,133	44,851
20	Addition to operating reserve	1,378	2,598	292	11,347	17,272
21	Special assessment income	29,155	29,155	0	0	2,855
22	Special assessment landscaping	29,155	26,300	2,855		2,805
23	Special assessment balance	0	2,855	0	0	50