

**Mosby Mountain Community Association**  
**ANNUAL MEETING OF THE MEMBERSHIP**  
**Minutes**

**Date and time: Tuesday, December 6, 2022, 7:00 pm**

**Meeting location: Held remotely over the Internet via the Zoom meeting platform**

*Note: Notification of this meeting, along with the agenda and all referenced information, was emailed to the membership on November 18, 2022, and hand-delivered to the one household which does not have email.*

Attending:

Members from 10 households

Officers and directors: Steve Wasserman, President; Jim Peterson, Vice President; Bryan Hamil, Secretary/Treasurer; and directors Brian Doench, Chris Boggs, and Ken Garrison.

I. Call to order

Mr. Wasserman called the meeting to order at 7:01 pm.

II. Declaration of quorum

Mr. Wasserman asked the secretary, Mr. Hamil, to report on quorum. With a total of 119 households, representation from 18 households would be required to achieve the 15 percent threshold necessary for action on agenda items V (Approval of December 7, 2021, Annual Meeting Minutes), and item IX (Election of officers and board members). 10 households were represented in attendance and 30 proxies were received for a total of 40 households represented. Therefore, a quorum was achieved to conduct all business scheduled to come before the membership.

III. Welcome and introduction

Mr. Wasserman welcomed everyone and asked all members to introduce themselves.

IV. Adoption of agenda

Mr. Wasserman asked if there were any proposed changes to the agenda.

On a motion by Mr. Garrison, seconded by Mr. Peterson, the agenda was adopted with no changes.

V. Approval of minutes of the December 7, 2021, Annual Meeting of the membership

On a motion by Mr. Boggs, seconded by Mr. Garrison, the minutes of the December 7, 2021, Annual Meeting of the Membership were approved.

VI. Year in review – board and committee reports

a. President's remarks

Mr. Wasserman thanked all of the officers and board members for their work over the past year. He called out the 3 current board members that are retiring from the board – Mr. Boggs, Mr. Garrison and Mr. Peterson – and specifically thanked them for their time and service to the HOA. Finally, Mr. Wasserman expressed thanks and appreciation for all members serving on our three Association committees during the year.

Mr. Wasserman presented the following updates on two initiatives from the previous year. First on the Lumos fiber internet project, Mr. Wasserman reiterated that in 2021 the community had approved the installation of gigabit internet and following that a service contract was signed. In Spring of 2022 Lumos initiated the laying of fiber. The contractor encountered rock below the service, especially on Singleton and Ridgetop, causing damage to drilling equipment and several

lawns. The disrupted areas were seeded in the spring and, at our request, re-seeded in October. Lumos worked with homeowners directly to bring fiber lines into homes and to site the cable modem and wi-fi equipment. The fiber internet service went live in April 2022. All homeowner concerns received by the Board were related to Lumos, which generally was responsive to any complaints. Mr. Wasserman next reported on the subdivision reserve study. HOAs in Virginia are required to generate a study of their fixed assets. For Mosby Mountain this is signage, bridges and drainage ponds. They must maintain a financial reserve fund to pay for required repairs or replacement over a 30-year horizon.

In 2022 a study was completed and approved by the Board. This will be reviewed annually through 2026, with a new study to be undertaken in 2027.

b. Architectural Review Board (ARB)

Mr. Garrison reported that there were 2 HOA packets distributed for home sales and 12 applications processed by the ARB in 2022.

c. Community Relations Committee

Mr. Wasserman reported on activities during the year. He reported that this has been a revived committee with a larger group of members than in the past and held several events during the year.

1. The community yard sale event took place in April.
2. A community block party was held in July with drinks, music and Kona Ice.
3. A Little Free Library stand was designed and installed on the corner of Hubbard and Singleton. Many thanks to the committee as well as Jim Peterson for the help in building this.
4. The movie night was held in September with a food truck and the showing of "Princess Bride".
5. Unfortunately, the Halloween party had to be cancelled this year due to rain.

d. Common Areas Committee

Mr. Boggs reported on the following areas:

1. Completed the riprap repairs along Hubbard Court.
2. Addressed damages from the ice storm we had in January. This storm repair depleted the 2022 budget amount.
3. Expanded the committee to leverage their help/assistance to clean up and refresh the areas around the entrance signs.
4. The committee focused on building out a long-term strategy that was board requested, committee driven, and vendor influenced. This strategy outline focuses on ways to continue to help our community landscape grow and mature in the coming years.
5. A new common areas maintenance contract was awarded to Dos Amigos. This provided a slight decrease in costs but an expected increase in service.
6. Focused on increasing the budget to better support the strategy and emergent costs.

VII. 2022 Financial Report and 2023 Budget

Mr. Hamil shared the details of the balance sheet, profit and loss report of actual income and expense through November 2022, derived from the monthly financial statement issued by Robinson Farmer Cox Associates, CPA (see attached).

Mr. Hamil shared the 2023 budget adopted by the board on September 27, 2022 (see attached). The budget increased to \$142,066 and the quarterly dues increase to \$298.00 per quarter.

VIII. Election of directors and officers

Directors Brian Doench, Bryan Hamil, Amy Isakson and Steven Wasserman will continue on the board for the year 2023 as they complete the second year of their two-year board terms.

a. Slate of Officers and Directors

i. Directors (two-year terms): Richard Dobson, Ian Dixon and Ryan Liverman

ii. Officers (one year term): Steve Wasserman, President; Richard Dobson, Vice President; and Bryan Hamil, Secretary/Treasurer

b. Mr. Wasserman asked if there were any nominations from the floor. None were given.

c. The nominations were closed and on a motion by Mr. Peterson, seconded by Mr. Garrison, the slate was unanimously approved.

IX. Items from the membership not on the agenda

No items were raised by the members present.

X. Adjournment

On a motion by Mr. Hamil, seconded by Mr. Garrison, the meeting was adjourned at 7:30 pm.

Respectfully submitted,

Bryan Hamil  
Secretary/Treasurer

Minutes posted on [mosbymountain.org](http://mosbymountain.org): June 30, 2023

November 2022 YTD Balance Sheet		Nov 30, 22	November 2022 YTD P&L		Jan - Nov 22
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
10300 · Cash - VNB - 6409		18,162.46			
10500 · Capital One Business Savings		31,050.68			
Total Checking/Savings		49,213.14			
Accounts Receivable					
11000 · Accounts Receivable		4,734.00			
Total Accounts Receivable		4,734.00			
Total Current Assets		53,947.14			
<b>TOTAL ASSETS</b>		<b>53,947.14</b>			
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Accounts Payable					
20000 · Accounts Payable		1,400.00			
Total Accounts Payable		1,400.00			
Total Current Liabilities		1,400.00			
Total Liabilities		1,400.00			
Equity					
32000 · CAPITAL CONTRIBUTIONS		2,000.00			
3900 · Retained Earnings		25,594.23			
39996 · RETAINED EARNING		21,407.14			
Net Income		3,545.77			
Total Equity		52,547.14			
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>53,947.14</b>			
			Ordinary Income/Expense		
			Income		
			41000 · ASSESSMENT INCOME		66,240.00
			41200 · Internet Assessment Income		40,421.92
			43000 · INTEREST INCOME		28.41
			Total Income		106,690.33
			Gross Profit		106,690.33
			Expense		
			51000 · ACCOUNTING FEES		2,606.96
			53500 · LICENSES AND FEES		25.00
			55000 · OFFICE EXPENSE		232.00
			55005 · Association Events		189.13
			62500 · INTERNET SERVICE		40,415.62
			64500 · TRASH COLLECTION		23,219.78
			64600 · COMMON AREAS MAINTENANCE		185.81
			75300 · LANDSCAPING - CONTRACT		25,509.00
			75400 · LANDSCAPING - NON-CONTRACT		10,736.26
			85510 · Bank Service Charges		25.00
			Total Expense		103,144.56
			Net Ordinary Income		3,545.77
			Net Income		3,545.77

November 2022 Budget vs Actual		Jan - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>					
Income					
41000 · ASSESSMENT INCOME		66,240.00	103,173.00	-36,933.00	64.2%
41200 · Internet Assessment Income		40,421.92			
41500 · Fee Income		0.00	40.00	-40.00	0.0%
43000 · INTEREST INCOME		28.41	91.67	-63.26	30.99%
Total Income		106,690.33	103,304.67	3,385.66	103.28%
Gross Profit		106,690.33	103,304.67	3,385.66	103.28%
Expense					
51000 · ACCOUNTING FEES		2,606.96	4,102.08	-1,495.12	63.55%
52000 · Liability, D&O, Bonding Ins		0.00	1,000.00	-1,000.00	0.0%
53500 · LICENSES AND FEES		25.00			
55000 · OFFICE EXPENSE		232.00	229.17	2.83	101.24%
55005 · Association Events		189.13	595.83	-406.70	31.74%
56500 · TAXES		0.00	70.00	-70.00	0.0%
62500 · INTERNET SERVICE		40,415.62			
64500 · TRASH COLLECTION		23,219.78	24,164.25	-944.47	96.09%
75300 · LANDSCAPING - CONTRACT		25,694.81	25,545.67	149.14	100.58%
75400 · LANDSCAPING - NON-CONTRACT		10,736.26	4,583.33	6,152.93	234.25%
85510 · Bank Service Charges		25.00			
Total Expense		103,144.56	60,290.33	42,854.23	171.08%
Net Ordinary Income		3,545.77	43,014.34	-39,468.57	8.24%
Net Income		3,545.77	43,014.34	-39,468.57	8.24%

**MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- BUDGET 2023**

Categories	Code	19 Budget	19 Actual	20 Budget	20 Actual	21 Budget	21 Actual	22 Budget	22 Projected	23 Budget
Assessment Income	41000	\$ 60,298.00	\$ 61,022.94	\$ 63,308.00	\$ 63,245.91	\$ 64,260.00	\$ 64,449.95	\$ 103,173.00	\$ 106,110.00	\$ 141,848.00
Fee Income	41500	\$ -	\$ 130.00	\$ 100.00	\$ 202.00	\$ 150.00	\$ 60.00	\$ 50.00	\$ 50.00	\$ 100.00
Disclosure Packet	42000	\$ -		\$ -					\$ -	\$ -
Interest Income	43000	\$ -	\$ 122.88	\$ 100.00	\$ 123.36	\$ 100.00	\$ 59.18	\$ 100.00	\$ 100.00	\$ 100.00
Misc Income	44000	\$ -		\$ -			\$ 25.00		\$ -	\$ -
<b>Total Income</b>		<b>\$ 60,298.00</b>	<b>\$ 61,275.82</b>	<b>\$ 63,508.00</b>	<b>\$ 63,571.27</b>	<b>\$ 64,510.00</b>	<b>\$ 64,594.13</b>	<b>\$ 103,323.00</b>	<b>\$ 106,260.00</b>	<b>\$ 142,048.00</b>
One Off Expense (Bad Debt, NSF)					\$ 8.11		\$ 135.00			
Accounting	51000	\$ 3,400.00	\$ 4,367.45	\$ 3,600.00	\$ 3,008.80	\$ 4,475.00	\$ 4,108.12	\$ 4,475.00	\$ 4,381.60	\$ 4,654.00
Bank Charges	51500	\$ -					\$ 70.00		\$ 25.00	
Liability, DBO, Bonding Ins/ins general 66350	52000	\$ 1,100.00	\$ 1,007.00	\$ 1,000.00	\$ 916.00	\$ 1,000.00	\$ 960.00	\$ 1,000.00	\$ 950.00	\$ 1,000.00
Legal	53000	\$ -	\$ (454.00)		\$ 833.15				\$ -	
Taxes and Licenses	53500	\$ 150.00	\$ 38.00	\$ 70.00	\$ 25.00	\$ 70.00	\$ 185.00	\$ 70.00	\$ 70.00	\$ 70.00
Meeting Expense	54500	\$ 100.00	\$ -				\$ 157.40		\$ -	
Office Expense	55000	\$ 200.00	\$ 337.89	\$ 250.00		\$ 250.00	\$ 336.35	\$ 250.00	\$ 250.00	\$ 250.00
Website Expense	85500	\$ -			\$ 336.42				\$ -	
Association events/activities 56200	55005	\$ 750.00	\$ 35.00	\$ 650.00		\$ 650.00	\$ 330.97	\$ 650.00	\$ 600.00	\$ 650.00
Common area maintenance ("contract")*	75300	\$ 25,668.00	\$ 26,078.00	\$ 27,868.00	\$ 27,828.00	\$ 27,868.00	\$ 27,828.00	\$ 27,868.00	\$ 27,868.00	\$ 30,000.00
Misc Common Area Improvements	83000	\$ -							\$ -	
Landscaping - Noncontracting	75400	\$ 3,000.00	\$ 2,642.50	\$ 3,700.00	\$ 2,660.00	\$ 3,700.00	\$ 1,220.00	\$ 5,000.00	\$ 10,736.26	\$ 15,835.00
Trash Collection	71450	\$ 26,361.00	\$ 25,347.00	\$ 26,361.00	\$ 25,347.00	\$ 26,361.00	\$ 25,347.00	\$ 26,361.00	\$ 25,347.00	\$ 25,347.00
Fiber Internet Services								\$ 37,485.00	\$ 40,422.00	\$ 64,260.00
<b>Total Expense</b>		<b>\$ 60,729.00</b>	<b>\$ 59,398.84</b>	<b>\$ 63,499.00</b>	<b>\$ 60,962.48</b>	<b>\$ 64,374.00</b>	<b>\$ 60,677.84</b>	<b>\$ 103,159.00</b>	<b>\$ 110,649.86</b>	<b>\$ 142,066.00</b>
Dues to cover Fiber Internet						\$ -		\$ 135.00	\$ 135.00	\$135.00
Dues to cover all other costs						\$ 135.00	\$ 135.00	\$ 138.00	\$ 138.00	\$163.00
<b>Quarterly Dues</b>		<b>\$ 128.00</b>	<b>\$ 133.00</b>	<b>\$ 133.00</b>	<b>\$ 133.00</b>	<b>\$ 135.00</b>	<b>\$ 135.00</b>	<b>\$ 273.00</b>	<b>\$ 273.00</b>	<b>\$298.00</b>
Net increase/decrease to operating reserves		\$ 199.00	\$ 1,876.98	\$ 9.00	\$ 2,608.79	\$ 136.00	\$ 3,916.29	\$ 164.00	\$ (4,389.86)	\$ (18.00)