

# Mosby Mountain Community Association

## ANNUAL MEETING OF THE MEMBERSHIP

### Minutes

**Date and time:** Tuesday, December 5, 2023, 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 27, 2023, and hand-delivered to the one household which does not have email.*

Attending:

Members from 7 households

Officers and directors: Steve Wasserman, President; Rick Dobson, Vice President; Bryan Hamil, Secretary/Treasurer.

I. Call to order

Mr. Wasserman called the meeting to order at 7:04 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 6, 2022, Annual Meeting Minutes), and item VIII (Election of officers and board members). 7 households were represented in attendance and 24 proxies were received for a total of 31 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. Dobson, seconded by Mr. Hamil, the agenda was adopted with no changes.

V. Approval of minutes of the December 6, 2022, Annual Meeting of the membership

On a motion by Mr. Hamil, seconded by Mr. Dobson, the minutes of the December 6, 2022, 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 one current board member that is retiring from the board – Ms. Amy Isakson – and specifically thanked her 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 initiatives from the previous year. First, a networking group of all local HOA presidents has been formed in order to share information on contractors and on activities in and near our neighborhoods that might affect our neighboring subdivisions. This group is comprised of Oak Hill, Redfields, Mountain Valley Farms, Mosby Mountain and Whittington.

Mr. Wasserman next reported on the Dominion line hardening project (which is in-progress). A special thanks to Ken Garrison for arranging calls between Dominion and neighborhood representatives in our area. The company is working to reduce the number of future power outages by installing equipment along our feeder line. This should be completed in 2024.

As reported earlier in the year, we had criminal incidents where gunshots were fired near our south entrance and unlocked cars have been rifled through. Our planned response to the gunshot incident will be covered in the Common Areas Committee report. If any attendees wish, we can discuss this topic later in the meeting.

Finally, at the request of community members, the Board surveyed homeowners on whether it should study "the process and costs associated with changing the name of the community." Just less than 2/3 of respondents voted against the motion, and the Board did not move forward on this issue.

b. Architectural Review Board (ARB)

Mr. Wasserman reported that there was a total of 7 requests, all approved, in 2023. Projects included house painting, new fences, decks and landscaping. He also reported there was 1 HOA packets distributed for a home sale.

c. Community Relations Committee

Mr. Wasserman reported on activities during the year.

1. The community yard sale was not held this year due to low interest in 2022.
2. A March Madness Competition was held, and the winner received a Timberwood Tap House gift card.
3. A community block party was held in May with music provided from John Garland and Kona Ice.
4. The movie night was held in September with a food truck available and the showing of "Hook" with the help of Jim Peterson.
5. The Halloween party was held October 31<sup>st</sup>. We provided pizza and water, hayrides and the fire truck/ambulance. Residents provided face and hand painting, pumpkin painting, a cornhole contest and family photos.

d. Common Areas Committee

Mr. Wasserman reported the following:

1. New planting at our entrance sign beds, including annuals twice per year.
2. New signage near the south entrance to discourage parking/trespassing/loitering.
3. Mulching of invasive Autumn Olive bushes around both entrances done in December.
4. New solar lighting at the south entrance to deter trespassing/loitering/unsavory behavior planned for early 2024.
5. Full reconstruction of a trail bridge behind Hatcher Ct.
6. We continue to work closely with Dos Amigos to ensure a smooth transition from our previous common area maintenance provider.
7. Additional services being done, such as regular turf treatments and biannual tail maintenance.
8. Handled clean up from ice/snowstorm; completed late winter pruning and fallen tree removal.
9. Tree plantings were done on Ridgetop and Singleton.
10. Trail bridge repairs are done behind Hatcher Court as well as Hubbard Court.
11. A new light was installed for the entrance sign at Ambrose Commons.
12. Received volunteer support for bucket watering of new plantings during the dry summer and fall months.

Common Areas Committee (contd.)

A generous "Thank you" to the Common Areas Committee and active/concerned homeowners, including Ian Dixon, Brian Diefenderfer, Jim Peterson, Anita Wiggins and Peter Lovegrove. Our common areas benefit from many volunteer hours generously offered by active homeowners. We thank you all and welcome more in 2024. For any interest in joining this committee please contact Brian Doench.

VII. 2023 Financial Report and 2024 Budget

Mr. Hamil shared the details of the balance sheet, profit and loss report of actual income and expense through October 2023, derived from the monthly financial statement issued by Robinson Farmer Cox Associates, CPA (see attached).

Mr. Hamil shared the 2024 budget adopted by the board on September 12, 2023 (see attached). The budget remained relatively flat at \$141,968 and the quarterly dues remained the same at \$298.00 per quarter.

Mr. Hamil reported that work was also in progress to evaluate moving of our MMCA reserve fund to a higher interest money market bank account.

VIII. Election of directors and officers

Directors Rick Dobson, Ian Dixon, and Ryan Liverman will continue on the board for the year 2024 as they complete the second year of their two-year board terms.

a. Slate of Officers and Directors

i. Directors (two-year terms): Stacey Diefenderfer, Brian Doench, Bryan Hamil and Steve Wasserman

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. Hamil, seconded by Mr. Dobson, the slate was unanimously approved.

IX. Items from the membership not on the agenda

Mr. Rick Dobson raised a question regarding an incident of hearing gun shots that sounded far off in the distance around 9 or 10 at night a few weeks prior to the meeting. He was interested if anyone else had heard or reported anything similar. There was no additional follow up needed on this. Mr. Jim Peterson wished to express his appreciation to the board members and felt it was a successful year for the community.

X. Adjournment

On a motion by Mr. Hamil, seconded by Mr. Dobson, the meeting was adjourned at 7:38 pm.

Respectfully submitted,

Bryan Hamil  
Secretary/Treasurer

Minutes posted on mosbymountain.org: January 29, 2024

October 2023 Balance Sheet		Oct 31, 23	October 2023 YTD P&L		Jan - Oct 23
<b>ASSETS</b>			<b>Ordinary Income/Expense</b>		
<b>Current Assets</b>			<b>Income</b>		
Checking/Savings			41000 · ASSESSMENT INCOME		141,848.00
10300 · Cash - VNB - 6409		41,103.10	41500 · Fee Income		45.00
10500 · Capital One Business Savings		31,079.19	43000 · INTEREST INCOME		25.87
Total Checking/Savings		72,182.29	44000 · Misc income		25.00
Accounts Receivable			45010 · Returned Check Charges		25.00
11000 · Accounts Receivable		8,032.83	Total Income		141,968.87
Total Accounts Receivable		8,032.83	Gross Profit		141,968.87
Total Current Assets		80,215.12	<b>Expense</b>		
<b>TOTAL ASSETS</b>		<b>80,215.12</b>	NSF Check (return deposit items)		0.00
<b>LIABILITIES &amp; EQUITY</b>			51000 · ACCOUNTING FEES		3,844.57
<b>Equity</b>			53500 · LICENSES AND FEES		105.00
32000 · CAPITAL CONTRIBUTIONS		2,000.00	54500 · MEETING EXPENSE		157.40
3900 · Retained Earnings		23,322.14	55000 · OFFICE EXPENSE		54.50
39996 · RETAINED EARNING		21,407.14	55005 · Association Events		178.00
Net Income		33,485.84	62500 · INTERNET SERVICE		53,721.62
Total Equity		80,215.12	64500 · TRASH COLLECTION		21,753.30
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>80,215.12</b>	64600 · COMMON AREAS MAINTENANCE		145.00
			75300 · LANDSCAPING - CONTRACT		24,822.30
			75400 · LANDSCAPING - NON-CONTRACT		2,930.00
			85500 · WEBSITE EXPENSE		751.34
			85510 · Bank Service Charges		20.00
			Total Expense		108,483.03
			Net Ordinary Income		33,485.84
			Net Income		33,485.84

October 2023 Budget vs Actual	Jan - Oct 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · ASSESSMENT INCOME	141,848.00	141,848.00	0.00	100.0%
41500 · Fee Income	45.00	83.34	-38.34	54.0%
43000 · INTEREST INCOME	25.87	83.34	-57.47	31.04%
44000 · Misc income	25.00			
45010 · Returned Check Charges	25.00			
Total Income	141,968.87	142,014.68	-45.81	99.97%
Gross Profit	141,968.87	142,014.68	-45.81	99.97%
<b>Expense</b>				
51000 · ACCOUNTING FEES	3,844.57	3,878.34	-33.77	99.13%
53500 · LICENSES AND FEES	105.00	70.00	35.00	150.0%
54500 · MEETING EXPENSE	157.40			
55000 · OFFICE EXPENSE	54.50	200.00	-145.50	27.25%
55005 · Association Events	178.00	541.66	-363.66	32.86%
62500 · INTERNET SERVICE	53,721.62	53,550.00	171.62	100.32%
64500 · TRASH COLLECTION	21,753.30	21,122.50	630.80	102.99%
64600 · COMMON AREAS MAINTENANCE	145.00			
75300 · LANDSCAPING - CONTRACT	24,822.30	25,000.00	-177.70	99.29%
75400 · LANDSCAPING - NON-CONTRACT	2,930.00	13,195.82	-10,265.82	22.2%
85500 · WEBSITE EXPENSE	751.34			
85510 · Bank Service Charges	20.00			
Total Expense	108,483.03	117,558.32	-9,075.29	92.28%
Net Ordinary Income	33,485.84	24,456.36	9,029.48	136.92%
Net Income	33,485.84	24,456.36	9,029.48	136.92%

**MOSBY MOUNTAIN COMMUNITY ASSOCIATION, INC. -- BUDGET 2024**

Categories	Code	20 Budget	20 Actual	21 Budget	21 Actual	22 Budget	22 Actual	23 Budget	23 Projected	24 Budget
Assessment Income	41000	\$ 63,308.00	\$ 63,245.91	\$ 64,260.00	\$ 64,449.95	\$ 103,173.00	\$ 106,661.92	\$ 141,848.00	\$ 141,848.00	\$ 141,848.00
Fee Income	41500	\$ 100.00	\$ 202.00	\$ 150.00	\$ 60.00	\$ 50.00	\$ 35.00	\$ 100.00	\$ 87.35	\$ 75.00
Disclosure Packet	42000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	43000	\$ 100.00	\$ 123.36	\$ 100.00	\$ 59.18	\$ 100.00	\$ 31.05	\$ 100.00	\$ 48.85	\$ 45.00
Misc Income	44000	\$ -	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ 50.00	\$ -
<b>Total Income</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>\$ 106,727.97</b>	<b>\$ 142,048.00</b>	<b>\$ 142,034.20</b>	<b>\$ 141,968.00</b>
Write Off (Bad Debt Expense)			\$ 8.11		\$ 135.00					
Accounting	51000	\$ 3,600.00	\$ 3,008.80	\$ 4,475.00	\$ 4,108.12	\$ 4,475.00	\$ 3,056.96	\$ 4,654.00	\$ 4,654.00	\$ 4,840.16
Bank Charges	51500	\$ -	\$ -	\$ -	\$ 70.00	\$ -	\$ 25.00	\$ -	\$ 20.00	\$ -
Liability, DBO, Bonding Ins/ins general 66350	52000	\$ 1,000.00	\$ 916.00	\$ 1,000.00	\$ 960.00	\$ 1,000.00	\$ 974.00	\$ 1,000.00	\$ 1,100.00	\$ 1,000.00
Legal	53000	\$ -	\$ 833.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Taxes and Licenses	53500	\$ 70.00	\$ 25.00	\$ 70.00	\$ 185.00	\$ 70.00	\$ 25.00	\$ 70.00	\$ 105.00	\$ 70.00
Meeting Expense	54500	\$ -	\$ -	\$ -	\$ 157.40	\$ -	\$ -	\$ -	\$ 157.40	\$ -
Office Expense	55000	\$ 250.00	\$ -	\$ 250.00	\$ 336.35	\$ 250.00	\$ 232.00	\$ 250.00	\$ 105.33	\$ 250.00
Website Expense	85500	\$ -	\$ 336.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 751.34	\$ -
Other Services	55500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Association events/activities 56200	55005	\$ 650.00	\$ -	\$ 650.00	\$ 330.97	\$ 650.00	\$ 189.13	\$ 650.00	\$ 333.76	\$ 1,485.00
Memberships	54000								\$ -	
Miscellaneous expense	74200								\$ -	
Common area maintenance ("contract")*	75300	\$ 27,868.00	\$ 27,828.00	\$ 27,868.00	\$ 27,828.00	\$ 27,868.00	\$ 27,828.00	\$ 30,000.00	\$ 25,590.00	\$ 26,358.00
Misc Common Area Improvements	83000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscaping - Noncontracting	75400	\$ 3,700.00	\$ 2,660.00	\$ 3,700.00	\$ 1,220.00	\$ 5,000.00	\$ 10,922.07	\$ 15,835.00	\$ 5,882.20	\$ 14,000.00
Drainage / fencing 75200-82250 maintenance	82000								\$ -	
Signage/Sign Maintenance	82500								\$ -	
Mailbox Maintenance	75800								\$ -	
Trash Collection	71450	\$ 26,361.00	\$ 25,347.00	\$ 26,361.00	\$ 25,347.00	\$ 26,361.00	\$ 25,327.28	\$ 25,347.00	\$ 25,290.00	\$ 27,965.00
Fiber Internet Services						\$ 37,485.00	\$ 40,415.62	\$ 64,260.00	\$ 64,260.00	\$ 64,260.00
Addition to reserve fund	64500								\$ -	\$ 1,500.00
<b>Total Expense</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>\$ 108,995.06</b>	<b>\$ 142,066.00</b>	<b>\$ 128,249.03</b>	<b>\$ 141,728.16</b>
			\$ -		\$ -					
<b>Quarterly Dues</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>	<b>\$ 298.00</b>	<b>\$ 298.00</b>
Addition to operating reserve fund		\$ 9.00	\$ 2,608.79	\$ 136.00	\$ 3,916.29	\$ 164.00	\$ (2,267.09)	\$ (18.00)	\$ 13,785.17	\$ 239.84