

**BETZ LANDING
HOME OWNER'S ASSOCIATION
P.O. BOX 422
HEATHSVILLE, VA 22473**



**BOARD OF DIRECTORS MEETING
Saturday, December 09, 2017 9:30 am
Northumberland County Library**

MINUTES

MEETING CALLED TO ORDER @ 9:40 am

The 12-09-2017 BLHOA BOD meeting was moved to the Frye residence, due to the closure of the Northumberland County Library because of inclement weather.

A. ROLL CALL AND VERIFICATION OF A QUORUM (President S. Frye)

- (P) Sam Frye, President
- (P) Dave Dustin, Vice President
- (P) Janice Frye, Treasurer
- (P) Cindy Howard, Secretary
- (A) Joe Thompson, Director and ACC Chair
- (P) Jim Ankeney, Director
- (P) Matt Church, Director
- (A) Bob Silva, Director
- (A) VACANT, Director
- (P) Janice Frye, ACC Committee Member*
- (A) Kyle Langford, ACC Committee Member*
- (A) VACANT, Maintenance Committee Chair*

Quorum exists (Secretary Howard)

*Not required to attend

B. PROOF OF NOTICE OF MEETING (President S. Frye)

Completed

C. READING OF MINUTES OF PREVIOUS MEETING (Secretary Howard)

Recommendations were made to amend the 09-09-2017 BLHOA BOD Minutes, section E Treasurer's Report to change the status of assets, and to, going forward, remove proper names and gender of residents mentioned in transcripts from the minutes.

The minutes are amended as recommended, approved unanimously and are to be posted as final on the BLHOA web page.

The 10-09-2017 BLHOA Annual Meeting Minutes were accepted by the BOD and will be posted on the BLHOA website as draft. They will be read, accepted and finalized at the 10-2018 BLHOA Annual Meeting and then posted on the BLHOA website as final.

D. ASSOCIATION MEMBER AND VISITOR REMARKS

Visitors in attendance: none

E. TREASURERS REPORT (Treasurer J. Frye)

The BLHOA checking account balance is \$7,343.68, from 01-2017 through 12-04-2017.

The towing of an abandoned vehicle from boat storage lot amounted to \$200., the BLHOA BOD Northumberland County Library room rental donation amounted to \$100, USPS expenditures for mailing Annual Meeting ballots (included a high volume of wrong addresses) were items incurred this quarter.

Delinquent dues total two. Address research is continuing and will entail checking county records.

QuickBooks financials were sent to auditor. A meeting will be set up and problems and corrections will be addressed, then how to include what they need.

EVB/Sonabank bank statements are available to view.

Report accepted unanimously.

F. ARCHITECTURAL CONTROL COMMITTEE REPORT (Dir. J. Thompson (A))

Report unavailable.

G. MAINTENANCE COMMITTEE REPORT (Maint. Chair vacant, presented by Pres. S. Frye)

DockMasters repaired the dock, but no invoice was yet received.

Codes still remain the same (0241)(241), the restrooms were winterized and a tool to turn off the water is needed for \$20.

VDOT trimmed trees back just before the Thompson residence.

A derelict trailer was removed from the boat storage lot at a cost of \$200 by Wm. Brann, as well as the boat storage lot being cut and trimmed.

The canopied shed in the boat storage lot is considered an asset now and currently seems to be in unauthorized use. In the newsletter, it will be announced at the BLHOA picnic that a lottery for free use of the canopied shed for two small boats or vehicles (for example, jet-skis), for one-year terms will be awarded.

A Maintenance Committee Chair is still being sought.

Report accepted unanimously.

H. PRESIDENT'S REPORT (Pres. S. Frye)

The Nominating Committee members, in searching for folks to fill upcoming and currently vacant BOD positions, need to knock on doors or send an email blast. Interested members just need to be a lot owner, not a resident homeowner. An updated BLHOA directory needs to be updated with current addresses, phone numbers and email addresses. A list will be circulated at the upcoming BLHOA picnic. Five slots on the BOD will be open in 2018, in addition to two vacant director positions. Updates will be made on the www.BetzLanding.org website.

The cost of the BLHOA disclosure packet has been increased to \$50. Two new homeowners have moved in. The disclosure packet is a costly and time-consuming endeavor and some banks want different information and keep coming back for additional items. Other banks and realtors deem the BLHOA as "the best HOA in the NNK" saying other HOAs are disorganized. Realtors say the BLHOA is "a strong and active HOA."

The draft BLHOA agenda will be posted 7-10 days prior to the BOD meeting on our website. Financials will be sent via email to the BOD. The possibility of the financials being accessed from a drop box/cloud (offered free from QuickBooks), will be researched. A request to update their information for the BLHOA Directory will be sent out to lot owners with dues notices.

Any new emails now sent to BetzLanding should be addressed to betzlanding@outlook.com
Any other website or email address is not sanctioned by the BLHOA BOD.

Updating the QuickBooks program on the BLHOA pc has been completed at a cost of \$179, which was approved at the last BOD meeting for budget year 2018. It was bought now, on sale, for \$40 off.

Incoming President, Dave Dustin, needs to reserve the meeting room at the Northumberland County Library for 2018.

The BOD began a preliminary discussion regarding the status of the Betz Landing Scholarship Fund. The discussion included considerations to drop the HOA portion from its name. Tax returns, if ignored for two years (March to March), will time out the Letters of Incorporation. The BOD will take steps to legally detach the scholarship fund from the BLHOA. Discussion will be held with the attorney. The consensus today is that the Scholarship Fund Committee Chair Joe Thompson, although he is not in attendance today, will continue to re-do/re-establish a new fund name. This process is completely under his control. No tax returns will be filed March, 2018 and March 2019. The BLHOA BOD has addressed and is looking into ways to legally detach, clear and disassociate the Scholarship Fund from the BLHOA. The BOD will revisit the subject of the BLHOA Scholarship Fund at their March 10th meeting. The board also agreed that Joe Thompson should be present so he could have an opportunity to express his opinions on this topic before the BOD makes its final decision.

Report accepted unanimously.

I. UNFINISHED BUSINESS

A new reserve study needs to be done by an independent processor. Our current study is over 15 years old. This figure would be used to determine the amount of reserve money to be put away each year for assessments and replacement costs for the fence, sign, shed, dock, etc. This is also part of the disclosure packet and used for insurance purposes. The reassessment needs to be done every five years, not every 15-20 years.

New boat tags will now include an engraved lot number.

J. NEW BUSINESS

An estimate from the original creator for replacing the Betz Landing sign is in hand. A Trex background with cut out acrylic critters, painted details and Lexan, not PlexiGlass covering is the plan. We are awaiting an email bid from Paul the owner.

The BOD voted unanimously to accept the bid if \$1500 or less.

An update for Nuance (PDF processor) at \$119 (1/10th the cost of Adobe) and was previously voted into the 2018 budget. This program allows the creation and conversion of different formats as needed to allow the BOD to read documents without having them to buy unnecessary software on their end. Also, our web page mandates that any file that is displayed on it to be in the PDF format. This program has proven to be the most flexible.

We need separate laptops for the president and secretary to use, as we do not want Betz Landing information stored on anyone's private computer. This laptop will travel to new incoming officers. All data currently on a private computer will be transferred to these new laptops.

The BOD voted unanimously to purchase a basic laptop for no more than \$300 maximum each, and two printers. Anything more will need approval.

Director M. Church had a conversation with his attorney, who is an HOA specialist. After the holidays, a meeting will be held with the new attorney at his office to review compliance guidelines. The first consultation is free.

The election of officers for the year ending 2018 are as follows:
outgoing President, Sam Frye, resigned effective 12-09-2017
incoming President, Dave Dustin;
outgoing Vice President, Dave Dustin;
incoming Vice President, James Ankeny;
outgoing Treasurer, Janice Frye, resigned effective 10-09-2017;
Incoming Treasurer, Sam Frye;
Director, Janice Frye continues two more years;

The BOD voted unanimously to accept officer changes.
Report accepted unanimously.

K. SUMMARY OF ACTION ITEMS

Treas J. Frye: Address corrections, meet with auditor, dues notices;
Pres. S. Frye: research drop box/cloud for financials;
Pres. D. Dustin: reserve room at NoUmb Lib for 2018,

L. ADJOURNMENT

Adjourned @ 11:50 am.