

# CANNON BLUFF HOA MEETING MINUTES

Location (Zoom)

January 24, 2024, 7:00 PM (Virtual)

1. **Board Roll Call:** Tracy McClure, Carl Lude, Vern Torney, Barbara Quick
  - Non-board Roll Call: Amanda Staats, Lori Mackenzie, Crystal Carter, and Erica Swanton
2. **Proof of Notice of Meeting:** Posted on website and Facebook
3. **Agenda:** Approved as drafted
4. **Approval of previous meeting minutes:** Approved
5. **Report of Officers/President:**
  - **President** - Tracy McClure - No report
  - **Vice President** – Giuliana Moniger - No report
  - **Treasurer** – Carl Lude

There are 3 HOA accounts outstanding and one paid forward. We have not been able to obtain contact information for one residence and the other two members have been contacted by numerous letters and a certified letter and have not submitted payment.

The Zoom account has been paid and password and link will be sent out for next meeting. The amount paid will be confirmed. Renewal for the State Corporate Commission and Legal Team renewal is due for the registered agent fee.

Financial reports will be attached.
  - **Secretary** - Barbara Quick

Two resale disclosures have been successfully sent.
  - **Park Commissioner** - Vern Torney

The trail looks good, four trees were down and three have been cleared and a few of the bridges require repair. Trail cameras have been observed along the trail.
  - **Key Master** – Barbara Quick

Four keys have been distributed since assuming the position.
  - **Wed Master** – Tracy McClure

Normal maintenance as needed
6. **Old Business**
  - Discussion on creating a Welcome Packet for new residents to include: dock and park information, HOA Meeting information, Website, Facebook and Community resources. All members onboard and will be working on a draft.

- Discussion of key return process. A draft Policy will be created and disbursed to all members when finalized.
- Topics confirmed as invasive species and native species for this area, grass and trees etc.
- Discussion on the date and time for the Annual HOA Meeting in May. May 1 and May 8th were decided. Cal will check on venue.
- Discussion on repair for the boat ramp and retaining wall. Contractors will be coming out to give estimates. Trail maintenance was discussed and Vern stated he primarily maintains the trail and the portion on members property has to be consulted for maintenance.
- Gunner Ct. Property, Cannon Bluff Drive Property, and Howitzer have all been contacted concerning their property maintenance. Further follow-up is required. Covenant violations need to be agreed upon relating to the covenants.
- Timelines developed to review the properties by the board and then develop an action timeline all properties involved.
- Review Oscars contract for a 30% increase for common area. No additional proposals offered.

7. **New Business**

- Discuss the Easter Egg Hunt event. Recommendation for an annual event.
- Discuss upcoming Neighborhood Services Conference

8. **Resident Open Forum** - Colin Mackenzie spoke concerning snow management. We will look into this as the board. Snow plow emails, we have no responsibility for plowing the roads because VDOT is responsible for our roads.

9. **Closed Discussion**

No closed discussion

10. **Meeting Adjourned**

9:18 PM

**Next HOA Meeting Date:** March 12, 2024 @ 7:00 PM