

**The Buckhorn Property Owners Association
A Corporation Not-for-Profit
Saturday, March 30 2019, at 1:00 p.m.
Clifftondale Country Club, 2707 Longdale Furnace Road, Clifton, VA
Annual POA Membership Meeting**

(Draft – to be approved by membership at 2020 annual meeting)

- I. Call Meeting to Order** – The meeting was called to order by POA President Mike Herwald at 1:06 p.m.
- II. Proof of Notice/Determine Quorum** – Notice sent to Members by Management Company; Confirmation of Quorum made by Secretary Ed Sobieranski.
- III. Reading and Approval of Previous Annual Meeting Minutes (March 24, 2018)** – Motion for approval of minutes as written made by Brett Siebenkittel and seconded by Mike Herwald. Brett called question. Motion passed unanimously.
- IV. Reports of Board of Directors/Officers (if any):**

Firewise Presentation – (This item was moved forward from Committee Reports so that Mr. Coleman from the Virginia Department of Forestry could make his presentation and leave the meeting and, thereby, not have to sit through the entire agenda of reports and other business items.)

Renewal of the Association’s Firewise designation requires educational outreach to the Association membership. In order to reach the greatest number of members, the Firewise Committee Chair, Dennis Wallingsford, arranged for a representative from the Virginia Department of Forestry to make a presentation at the annual meeting regarding the various Firewise principles that can be used to help minimize fire damage and prevent losses to home and property.

Grayson Coleman, Forestry Technician from the Mountain Valley Work Area of Virginia, gave an excellent presentation on outdoor fire laws and safety, specifically discussing landscaping techniques that will make your home less vulnerable to wildfire (e.g., have at least 30 feet of space surrounding your home that is lean, clean and green). He stressed the importance of having an emergency plan in place prior to an event (e.g., posting local emergency numbers in a visible place, having a plan for your pets, and practicing family fire drills). He also discussed Firewise construction materials which include Class-A asphalt shingles, metal, tile and concrete products. He advised that simply making sure that your gutters, eaves and roof are clear of debris will reduce your fire threat. For additional information, visit www.firewisevirginia.org.

For more information about VDOF services or programs, individuals may contact their local Virginia Department of Forestry office or visit www.dof.virginia.gov.

Western Region Office, Salem: (540) 387-5461
Central Region Office, Charlottesville: (434) 977-5193
Eastern Regional Office, Providence Forge: (804) 966-5092

President's Report (Mike Herwald): Mike thanked all previous Board members and officers, as well as to all the current Board members, for all their time and work. He also thanked all the Committee Chairs and members for their countless volunteer hours in maintaining the roads, gates, bridges and website. Without the efforts of the volunteers much of the work would be impossible to complete with the limited funds available. Mike also gave a special thanks to Stan and Ellen Wills for hosting the numerous Board meetings.

Mike gave a brief overview of the 2018 financial reports, which were included with the annual meeting materials forwarded to property owners, and briefly discussed the 2019 budget.

Mike advised that a Community Work Day is scheduled for Saturday, April 13. Volunteers will meet at 1:00 p.m. at the shale pit closest to the 42 entrance.

Vice President's Report: No report.

Secretary/Treasurer's Report: Since the Management Company handles all secretarial duties, with the exception of taking/preparing meetings minutes (which are all current), and maintains all POA financial records, there was no additional report from the Secretary/Treasurer.

V. Report of Committees (if any) –

Road Committee (Tom Chalker, Chair) – Tom was not present so the report was given by Larry Coats, a member of the Road Committee. Larry advised that a contractor had been hired to trim the trees along all the roadways at a cost of \$1,300. In addition, a contractor was hired to put down approximately 15 loads of shale on Gametrail Way to fill in the numerous ruts and huge potholes. While the road is better, additional dozer work is needed to break up the shale so as to provide a smoother ride. A contractor was also hired to push shale at the shale pit to make it more accessible to property owners. Larry also advised that several times throughout the year volunteers filled potholes. He also advised that the hill at the 42 gate was graded and re-sloped. The Committee plans to put down as much gravel as can be funded as soon as it appears that the spring thaw is complete.

Gate Committee (Eric Tyree, Chair) – Eric was not present so there wasn't a formal report provided. However, Larry Coats and Roger Brown advised that the electric drop at the Longdale entrance has been installed and the conduit laid. The electricity has not yet been connected as the current solar panels will continue to be used as long as Eric is able

to keep the gate operating with the parts on hand. When parts are no longer available, the electric connection will be completed.

Roger advised that he has the old heavy gates that were originally installed and which were subsequently replaced with lighter gates to alleviate much of the wear on the gate motors. He raised the issue as to what should be done with the gates. Nancy Coats made a motion that the Association authorize Roger to sell the gates and the proceeds added to the Association account. Mike Herwald seconded the motion, which passed unanimously.

Bridge Committee (Roger Brown, Chair) – Roger advised that one board on the bridge needs to be replaced and that he and Larry will complete the work as soon as possible.

Firewise Committee (Dennis Wallingsford, Chair) – Dennis advised that he had submitted a grant request for funding of a third dry hydrant and had just received notification that the request for approximately \$4,800 has been approved. The dry hydrant is proposed to be located near the Longdale gate side of the development.

Website Committee (Char Nicholls, Chair) – Char provided a general overview of the updated website. She briefly discussed the directory, which is password protected and available only to property owners and not to the general public who may visit the website. She encouraged members to complete the forms regarding electronic communications, and offered assistance to those members who expressed difficulty in accessing the site.

VI. Election of Directors – The newly elected 2019 Board of Directors are Roger Brown, Nancy Coats, Mike Herwald, Ed Sobieranski, and Stanley Wills.

VII. Unfinished Business – No unfinished business.

VIII. New Business –

- a. Brett Siebenkittel made a motion not to renew the management contract with Gibson and Associates, which will expire at the end of 2019. He proposed that the legal and accounting services provided by Gibson could be obtained at a much lower cost and provided estimates that he had received from Lee Taylor (legal work) and Persinger and Company (accounting services). As this item was brought forth as a new issue, the item was tabled for the Board's discussion/research/decision.
- b. Larry Coats brought up an issue regarding the 0.22 acre portion of Lot 65 located on the south side of State Route 42, as designated on the plat (Protective Covenants, Article V, (5)), for recreational purposes for the ingress and egress to and from the Cowpasture River. Larry advised that he had been informed by the owner of Lot 65, W. G. Anderson, that he had received a legal notice advising him that he no longer owned that land. W. G. indicated that he did not know why the land had been taken from him but that he had not followed up on the matter. Larry recommended that the

Board follow up on this issue. Mike agreed and advised that the matter would be referred to the new Board for follow up.

- c. Tree Planting Opportunity – John Eastman, a Buckhorn property owner, made a presentation about a new philanthropic program that he is involved in which provides certain types of trees (dogwood, certain fruit, sawtooth oak, maple), as well as the necessary poles, tubes, mulch, peat and fertilizer for planting the trees, at no expense to landowners. Prior to the meeting, a notice was sent to as many of the Buckhorn property owners as possible (and posted on the Buckhorn facebook page) notifying them that as a kick-off to the program, John would be bringing approximately 500 seedling trees to the annual meeting, which he would make available to those members attending the meeting. John’s presentation included detailed instructions on planting the trees, and following the meeting, the trees (and necessary planting supplies) were distributed to those property owners who wanted them.

IX. Adjournment – Motion for adjournment made by Mike Herwald and seconded by Roger Brown. Motion unanimously approved. Meeting adjourned at 2:46 p.m.