

Board of Directors' Meeting  
Sky Bryce Association, Inc. (SBA)  
May 24, 2019

The meeting of the Board of Directors of SBA was called to order at 8:59 a.m. by President Malcolm Wilfong at the Association's meeting room located at 7200 Supinlick Ridge Road, Basye, Virginia. Present were President Malcolm Wilfong, Vice President Gary McDermott, Secretary Lynne Nouvel, Board members: Tom Wright, Pat Werner and Treasurer Linda Nelson. Absent was Jeff Manning. Also present was Bonnie Henry, SBA Business Manager/Assistant Secretary.

Approval of the Agenda of the May 24, 2019 Meeting: Motion made by Pat Werner and seconded by Lynne Nouvel. Unanimously approved.

Approval of the Minutes of the April 26, 2019 Meeting: Motion made by Linda Nelson and seconded by Tom Wright. Unanimously approved.

Comments from Non-Board members on Non-Agenda Items: Ellen Gilmer and David Lohr of 8 Clark Road requested grace and forgiveness of late and attorney fees owed on nonpayment of dues billed and mailed to an incorrect address. Ellen and David left the meeting at 9:12 AM.

President's Report: Malcolm Wilfong had no formal report, referring to the full formal agenda.

Treasurer's Report: Linda Nelson shared the monthly budget and proposed annual budget. Tom Wright made a motion to present a 3% assessment increase to support FY 2019-2020 budget, seconded by Linda Nelson. Unanimously passed.

Business Manager's Report: Bonnie Henry reported that 5 packages for homes were prepared since last meeting and four are pending.

### **Committee Reports**

Environment and Architectural Committee Report: Malcolm distributed the past month's activity and reviewed with the committee. Regarding ongoing issues at the Aspen Way property. Tom Wright and Malcolm met with the builder on April 30 and the work requested was done. Malcolm requested a statement of compliance by the engineer regarding topography.

Budget and Personnel Report: No personnel report.

Legal Report: Legal Chair, Pat Werner discussed ongoing investigation of the five most delinquent accounts. Interrogatory summons' have been filed and PI searches/interrogatories are underway. A bank garnishment is in process for one of the accounts.

Motion was made by Pat Werner to accept settlement of \$2,300 from Stoney Creek Development LLC for Sec 6 Lot 87 Block A. Seconded by Tom Wright, unanimously approved. Bonnie to request money order.

Patrol Report: Gary McDermott distributed the monthly patrol report – nothing out of the ordinary.

Stoney Creek Sanitary District: No report.

Road Services Report: Tom Wright distributed report – nothing out of the ordinary. First mowing of the season took place on May 23. Concrete for pad will be poured and footers for machine shed will take place June 3. Dominion power scheduled for June 16. Salt shed was recently completed. The pavilion shed permit has been issued and the footing installation is being scheduled.

## **Unfinished Business**

Safe Use of Firepits language: The Board discussed the proposed language change to SBA Information Sheet #7 as distributed by Tom Wright. Malcolm made motion to approve the updated standards for firepits, Pat Werner seconded and unanimously approved.

Scott Road cul de sac: Malcolm shared a draft letter for homeowners of Scott Road. Attorneys have reviewed. Board members agree that the letter as-shared will be sent by first-class and certified mail.

## **New Business**

Appointment of the 2019 Nominations Committee: Malcolm Wilfong recommended Gary McDermott to chair and Pat Turley and Hugh Hanson to serve on the nominating committee. Lynne Nouvel made motion to accept the nominating committee, seconded by Tom Wright. Unanimously approved. There will be three vacant seats. Nominees are needed by August meeting.

Discussion of 5-Year Operating Costs & Long Range Capital Improvements in LR Plan: Funding process and earmarking of designated long range capital improvement budget was discussed. Patrol and Roads will look ahead to determine anticipated costs and potentially funds will be re-allocated/earmarked.

Discussion/Approval 5-Year Long Range Plan: Pat Werner made a motion to approve the Long Range Plan for the period July 1, 2019 to June 30, 2024. Gary McDermott seconded. Unanimously approved.

Discussion about Non-Board member appearance at today's meeting: Pat Werner made motion to waive the interest and late fees only in regard to Gilmer/Lohr request made today. Seconded by Tom Wright. Unanimously approved. Laura will contact the property owners with update that only attorney fees are due.

Non-board Member Discussion on agenda items: None.

Next Board Meeting: The next Board meeting will be held on June 28, 2019, 9 AM in the SBA Administrative Office.

Adjournment: Motion made by Gary McDermott and seconded by Lynne Nouvel. The meeting was adjourned at 11:13 am.

Respectfully submitted by: Lynne Nouvel, Secretary to the SBA Board.