



Burke Village Homeowners Association

5812 High Bluff Court, Burke, Virginia 22015

Board Annual Meeting, 5 June 2018

7:00 PM – Meeting Called to Order

1. Introductions

- Received 2 proxies. 17 units represented (quorum)

2. Read thru 2017 Annual Meeting Minutes

- 7:33 – Voted on and accepted

3. Financials (Cardinal Management)

- Reviewed 2017 Financials Handout
- Assessment Delinquencies
 - i. Seeing improvement. 19 units delinquent one or more assessment in 2017, 12 are delinquent in 2018.
 - ii. Currently 6 homeowner accounts with BVHA attorney for collection
 1. Noted that legal fees are added to late assessments
- Priority in 2018 is to establish account with Morgan Stanley to grow BVHA reserves
 - i. Cardinal stated roughly 95% of HOAs the help manage invest a portion of their reserve funds

4. 2017 Accomplishments / 2018 Plans

- Reviewed 2017 accomplishments (listed on Meeting Agenda handout)
- Questions about 2018
 - i. Retaining wall on High Bluff needs to be replaced
 - ii. Tennis Courts require major work, Board currently planning on setting aside money to address

5. Parking Update

- No questions

6. Maintenance Update

- Discussed upcoming Maintenance Policy. Enhancement to rules discussed in Covenants. Will be publishing soon.
- Question about enforcing maintenance of properties
 - i. One of the items that will be addressed in the Maintenance Policy
- Question about treatment of common areas
 - i. Common areas absolutely cannot be used to store private property (garden sheds, etc) or to dump trash or yard waste.
 - ii. Units cannot expand gardens, patios, etc into common areas
- Request to build a path from Coffey Woods to Gabon. Area currently trampled by residents parking on Coffey Woods.

i. Accepted. Board will work on it.

7. Board Nominations

- 3 open positions (one vacant prior to meeting)
 - i. Jay Smith resigning as Board President
 - ii. Patty Tang resigning as Board Secretary
- Board requested community members volunteer to fill vacancies

8:32 – Adjourn

Enclosures:

BVHA 2018 Annual Meeting Agenda