

Runaway Bay HOA, Inc.
General Meeting
August 21, 2004
Leesville UMC, Leesville, VA

President, Roger Winters called the Second General Meeting of the Runaway Bay Homeowners Association to order at 1pm, August 21, 2004 welcoming the small group of property owners who attended.

Roger noted that the board members were seated at the speakers' table and that committee chairs would present reports during the meeting. Roger outlined the agenda for the meeting explaining that we would have both "open forum" and "closed membership forum" segments during the meeting. He also stated that questions from property owners would now be allowed during the committee and other reports, as well as the News and Information sections of the board meeting to allow more property owner participation.

The Open Membership Forum began, with property owners participating. Leslie Hart, a property owner, thanked the board for planning to install the lock and chain at the Boat Launch and then added that all property owners should remember to be considerate of each other as we park the vehicles and boat trailers in the parking area. Roger noted that the board and the Grounds and Maintenance Committee would look in to marking parking slots and/or putting up no parking signs close to the launch. Also, they would look into allowing for an emergency fire lane near the boat launch so fire trucks can get access to pump water from the lake. Property owners are urged to park on the outer edges and to leave a large area open to circle and back down to the ramp. Jan Parry, a property owner, noted that the cul-del-sac above the public area could be used and requested that driveways not be blocked if this street is used as a parking option.

Roger then began the News and Information segment updating the property owners on the following information:

* Roger noted that the Primary HOA POC is Ms Julia Moore, CPA. Julia is our Accountant and Property Owner Services Manager, all inquiries should be sent to her. Julia will forward these inquiries to the appropriate member. The HOA phone number is 434-309-1727 and faxes can be sent to 434-309-1747.

* Neighborhood Watch Signs and "Property Owner and Guest Use Only" Signs were the next topic. The HOA has had attractive signs installed at the Pavilion, the Boat Launch, and at the Entrance to our community. The Neighborhood Watch Signs have been placed throughout the community, with more to be installed.

* Roger reported that the updated Punch List is very impressive, as the developer has completed most of the items; exceptions are the barriers to the Pavilion walkway, which have been contracted to be erected, the pond at the pavilion will be reconfigured with a liner. (Kyle Goldsmith, who was a member of the developers transition team was responsible for much of the completed work), and the following has been noted:

A. While not an HOA responsibility, the Transition Advisory Committee and more recently the HOA along with several property owners worked with the developer and we are pleased to report that the repair of Property Owner Multi-Slip Docks by Rowboat has been completed with all dock in good order at this time. We are waiting for information from River Oaks on how ownership of these docks will be finalized (deed or bill of sale) and on how the slips will be assigned (and numbered) to the property owners involved.

B. There are legal issue that will be investigated and worked to be resolved, we still need several document files from River Oaks and have asked that they provide them in due haste. Roger had spoken with Amon McCormick who stated that River Oaks will set aside funding for the paved easement off of ClearPointe Road and will help the property owners of those lots form a separate association to maintain it and collect dues. The money that they plan to set aside would cover 10-12 years.

The Secretary's report mentioned that all information to property owners is being placed on the Website, <http://runawaybayhoa.org> and urged the members to review the site regularly for updates. Karen Bragg, HOA secretary, noted that the first general meeting minutes were approved and are on the site and the current minutes will be placed there for review.

Treasurer, Mike Lobue reported on the following financial information:

* Under the Balance Sheet information, Mike noted that as of July 31, 2004 the Association Total Assets are at \$118,402 including \$7,000 in fundable completion bonds.

*The Collections/Expenses Report since 8 April transfer of HOA was reviewed and will be placed on the web site.

* Regarding the "delinquent accounts" status and plans for collecting, Mike reviewed the procedures for collecting the delinquent accounts and reported that when the Association was turned over to the property owners, delinquent accounts totaled \$6951. As of July 31, delinquent accounts total \$5555. If those in arrears do not pay promptly this HOA has the right to place a lien on the property, garnish wages, and take the property owners to court.

Mike Lobue and Julia Moore requested proposals from CPA firms for audit of HOA books and Mike announced that the firm of Dixon Hughes will audit the River Oaks books beginning with the year 2001. From this point, the board will likely have yearly audits conducted. A board and committee review of the financial information provided to the board prompted a request to River Oaks for \$445 to be reimbursed to our association for items that should have been paid by the developer or another association. We have noted other points for the auditors to review as we did a preliminary review to determine if an audit was in order. We are optimistic that we will recover more than the cost of the audit, which is estimated at \$4000.

The Virginia Property Owners Association Act requires associations to conduct a reserve study at least once every five years to determine the amount of financial reserves necessary to repair

and replace capital components. The board reviewed reserve study firms and hired the firm of Mason and Mason to conduct the “Reserve Fund Study”. Mason and Mason gave an in-depth briefing to the board and the Grounds and Maintenance Committee at a work session. Results of this study will be posted on the web site.

George Lacombe, chairman of the Grounds and Maintenance Committee, relayed the good news that the request to the Virginia Forestry Department for grant funds to install two in-ground cisterns in our community was approved. These cisterns can hold approximately 8,000 gallons of water for emergency use. The Altavista Fire Department also received a grant to place a “dry hydrant” at the community boat launch where fire trucks could pump water to replenish the supply. Stan Goldsmith, a property owner, reminded the group that these units will be available to Runaway Bay and its surrounding areas since the closest fire stations are several miles from our development. George was responsible for putting all of the pieces of several months of investigation together by speaking with the Fire Chief, Capt. Copes, and with following up with the Forestry Department on the final procedures to be set in place for the installation. The “dry hydrant” will be placed at the boat launch and the two cisterns will be placed on community property at Thomas Court and at the corner of Indigo Run and Runaway Bay Road. Kyle Goldsmith and Roger Winters met with the Altavista Fire Department this spring to receive the initial proposal prepared by the Fire Chief and to set the process in motion. Karen Bragg spoke with the Forestry Department to learn of requirements to complete the application and spoke with an official of Campbell County to learn of any requirements there, which will be simply an inspection for approval of the units upon installation. The Grounds and Maintenance Committee will work with all involved to complete this task.

George also reported that the lock will be installed at the boat launch as of August 22nd and asked all to utilize the lock system to help keep our community safer. The lock should be replaced immediately after putting a boat in the water. Please look back to insure that the lock is in place on the gate.

Stan Goldsmith asked if the mowing maintenance was being monitored and George stated that the Grounds and Maintenance Committee has a contract for once a month mowing services and they were monitoring the mowing.

Bill Wallace, Chairman of the Architectural Review Committee reported that the committee had completed review of four home plans and that there are no plans outstanding at this time. He also reported that letters had been sent for four violations dictated by the Community Standards Handbook and that all of those violations have been resolved. We have twenty three homes with eleven permanent occupants to date and have ten homes under construction at this time.

The Formal “Closed Forum” Board of Directors’ Meeting then began as Mike Lobue reviewed for clarification the following documents that he had prepared for approval and adoption by the board.

- **Safety and Security Resolution** - This resolution was presented to set up a committee to oversee the security and safety issues confronting our community.
- After the presentation Bill Wallace motioned to accept the Resolution, Karen Bragg, seconded the motion. The Resolution was passed with four members voting (Yes). One member was absent.

- **Budget for 2004** - The Budget allows the community to see where our dues moneys are being used and allows the HOA Board to work within these limitations.
- After the presentation Bill Wallace motioned to accept the Budget, Karen Bragg, seconded the motion. The Budget was passed with four members voting (Yes). One member was absent.

- **Investment Policy Resolution** - This policy was drafted to ensure that the reserve funds are invested in safe investments so that the money will be there when needed.
- After the presentation Bill Wallace motioned to accept the Resolution, Karen Bragg, seconded the motion. The Resolution was passed with four members voting (Yes). One member was absent.

- **Guidelines for Amending CCRs, Standards, Rules and Regulations** - The HOA Board saw the need to have guidelines in place for amending the CCRs, which were established by the developer, and standards, rules and regulations established by the board.
- After the presentation Bill Wallace motioned to accept the Guidelines, Karen Bragg, seconded the motion. The Guidelines were passed with four members voting (Yes). One member was absent.

Roger noted that the Next Board Meeting is scheduled for:
Saturday, November 6th at 1 pm
Leesville UMC, Leesville, VA

Roger then adjourned the formal board meeting.

Submitted by,
Karen Bragg, Secretary
Runaway Bay HOA, Inc.