

The Village at Innsbrook HOA
Board Meeting Minutes
September 07, 2022
5001 Twin Hickory Rd, Glen Allen, VA 23059

Board Members Present:

President: Thao Scott
Vice-President: Brian Russell
Secretary: Betty Overbey - absent
Treasurer: Patsy Ledford
Director at Large: Nelson Diaz

Board Members Absent:

Betty Overbey

Others Present:

Meeting Called to Order: 6:05 PM by President, Thao Scott

Next meeting Wednesday, October 12, 2022 at 6:00pm

Officer/Committee Reports:

PRESIDENT:

Thao Scott brought a number of items before the Board:

1. Audit Notes – waiting on the audit report
2. Annual Meeting Plan – Betty has researched The Place and Hilton Garden Inn. It will be necessary to review the two proposals and make a decision on the meeting place.
3. Block Party – date was announced for September 9, 2022 from 5:30 – 8:00 PM
4. Consideration for 2023 term – Nelson, Thao and Brian have expressed interest in serving again.
5. Newsletter content needs to be sent to Thao by 9/26/2022
6. Follow up
 - Patsy: outstanding dues follow up, bank change, audit notes
 - Betty: other possible annual meeting locations

VICE PRESIDENT / ACC CHAIR:

Brian Russell reported on the following:

RFI

- 1) ____ Squaw Valley Place
 - Remove dead tree against property fence
- 2) ____ High Mountain Court
 - Remove dead/diseased trees; one oak, two pines
- 3) ____ Needles Eye Terrace
 - Remove two trees; one dead white oak, one insect-infested white oak
- 4) ____ Village Run Court
 - Remove two trees; one dead, one leaning over house
- 5.) ____ Snowmass Court
 - Remove one dying redbud tree
- 6.) ____ Snowmass Road
 - Remove two trees; one dead white oak, one insect-infested white oak shared with neighbor

Miscellaneous:

1. XXXX Snowmass Road: removed trees without prior HOA approval
2. Disclosure Package Inspections:
 - 4602 Needles Eye Terrace
 - 10801 St. Anton Circle
3. Provided mailbox paint for two homes

TREASURER'S REPORT:

Patsy Ledford presented the Treasurer's Report through August, 2022. Financial status is summarized as follows:

Receipts:	\$101.63
Expenses:	\$150.23
Checking:	\$4,720.73
Money Market:	\$35,194.14
Total:	\$39,914.87

Association Dues Status:

2021 1 uncollected
2022 3 uncollected

Patsy Ledford reported the following:

- Treasurer report format: discussed combining/recategorizing the budgeted expenses in the spreadsheet for improved functionality
- Audit Committee: the audit was completed through 2nd quarter 2022 with the report pending
- Changing banks: Both Wells Fargo and Bank of America were identified as they both support Zelle payments. Banking convenience; such as hours of operation was being explored.

SECRETARY:

Minutes were reviewed approved and signed.

DIRECTOR-AT-LARGE:

Nelson Diaz reported on the following:

1. Sent email to members regarding willingness to attend Annual Village Breakfast on January 23, 2023. At present, 55 members have agreed to attend in person.
2. Sent email to members regarding new Village @ Innsbrook Book Club led by Heba El-Shazli at her home on Squaw Valley Place. There has been a strong show of interest in the book club.
3. Created and sent disclosure package for 4602 Needles Eye Terrace. Proposed closing date is September 15, 2022.
4. Created and sent disclosure package for 10801 St. Anton Circle. Proposed closing date is September 15, 2022.

MEETING ADJOURNED: 7:07 PM by Thao Scott


NEXT MEETING: Wednesday, October 12, 2022

OFFICER SIGNATURES:

Thao Scott, President




Brian Russell, VP/ACC Chair



Patsy Ledford, Treasurer



Nelson Diaz, Director at Large



Betty Overbey, Secretary

