

**Viniterra Property Owners Association  
4<sup>th</sup> Quarter Board of Directors Meeting  
November 10, 2022 at 1:00 pm  
Viniterra Welcome Center**

I Patrick Horsley, POA President, called the meeting to order. Board members Doug Anderson, Patrick Horsley and Donna Reynolds were present along with Doris White of ACS West, Community Manager. Several Viniterra owners were also in attendance.

II After a motion was made, seconded and approved by the Board, the agenda was revised to move the Owners Forum from Item VI to Item II.

Owners in attendance were given the opportunity to speak during the Owners Forum.

III A motion was made, seconded and approved by the Board to approve the Minutes from the 2<sup>nd</sup> quarter Board meeting on April 19, 2022 and the 3<sup>rd</sup> quarter Board meeting on August 9, 2022. Doris will post the approved Minutes to Townsq.

IV Officers Reports - The Board accepted the resignations of Board members Bob Hopewell and Doug Morse. The remaining Board members expressed appreciation for an outstanding job by both gentlemen.

V New Business

- 2023 Budget – The proposed 2023 budget was discussed. The Board approved the budget and Doris will post it to TownSq and send it out with the annual meeting notice
- The Board voted to reinstate the Advisory Committee for 2023 and to change the Advisory Board Charter to allow for 3-5 members. The current Charter calls for a three member committee but the Board wanted to expand the number due to the growth in the community. The reinstatement of the Advisory Committee will be announced at the annual meeting.
- The Board voted to change the number of Board members from five to three. The Board felt that reinstating the Advisory Committee allows owners to participate and have a voice without the added burden of serving on the Board. The Board also voted to request volunteers from the community to fill the offices of Secretary and Treasurer. These two positions are not required to be Board members. This will also be announced at the annual meeting.
- The Board voted to have the annual meeting on Tuesday, December 13 from 6-7:30. The meeting will be held in the board room at the New Kent County Administrative Building. The Board has invited several guest speakers including the New Kent County Sheriff, Noel Tuck (golf course owner), Jeff Tunstall and Stacy Murrell, CPA. The official invitation will be sent to the owners next week and will include a copy of the 2023 approved budget.
- The Board talked about revising the Contractor Construction Notice to change the hours of exterior operation to 7:00 am to 7:00 pm Monday through Saturday, adding a statement for contractors to receive approval for extenuating circumstances and specifying the holidays when

exterior construction is not allowed. The official file will be dispersed to the board members for final approval. Once approved it will be posted to TownSq by Doris.

The Board addressed questions that were submitted by residents in attendance.

There was no other business and the meeting was adjourned.

Minutes taken by Donna Reynolds