

**MILL CREEK HARBOR
Annual Homeowners Association Meeting**

MINUTES FOR DECEMBER 16, 2013

The Mill Creek Harbor Home Owners Association Annual Meeting was held at the Central Library, Cedar Road, Chesapeake, VA.

Call to Order: The Meeting was called to order at 6:00 p.m. Roll call was conducted with Board Members John Steffel (P), Ken Powell (VP), Walter Plaine (Sec), and Glinda Robertson (MAL) present, and Hampton Brewer of Property Management Associates (PMA) was also present. Susan Clark (Tres) was unable to attend.

DUE PROCESS HEARING: One due process hearing was held with results to be forwarded via mail to the owners. All remaining ARC applications were approved (one with comments).

BOARD MEETING:

Reading of Minutes: The November minutes were approved.

Manager's Report : Provided one resale home inspection. Provided web site estimate. We will go with the one time fee web provider and update it ourselves. New financials will be automatically emailed once PMA is done with them.

Presidents Report: No major issues or conflicts noted.

Treasurers Report: N/A.

ARC Report: No new applications to report.

Homeowners Forum: Clean the front signs! Has the basketball goal near our common area been written up? Start with a door hanger. Then follow up with a letter.

Unfinished Business:

Website. We are going to put money (\$500) into the budget to get this accomplished. We voted and approved financing this. MillCreekHarbor.com.

New Business: None.

Executive Session: None

Return to Open Session: No new items.

Meeting Adjournment: A motion was made by the President, seconded and carried unanimously to adjourn the Board Meeting at 7:15 p.m.

Action Items:

Hampton: Complete the budget based on our inputs. Send the due process letters and the rest of the ARC approvals. Cut a check for the website to Ken and to Ken for his website bill (both already board approved).

Walter: Check into cleaning signs (sprinkler heads).

Respectfully submitted,
Walter Plaine, Secretary