

**Willow Shade Homeowners' Association  
Board of Directors' Meeting Minutes  
January 20, 2022**

**Call to Order**

The meeting was held at the Culpeper Police department at 740 Old Brandy Road. It was called to order at 8:10 P.M. following the Association's Annual Meeting, by a consensus of the Board members present.

**Attendees**

Present were Board members Mark Shaffer, Judy Fugate, and Richard Pullen, homeowner Carole Kastrinos, and Judy Pecora of the management company.

**Elections of Board of Directors' Officers**

Mr. Shaffer agreed to take on the office of President of the Board, Mrs. Fugate would remain the Vice-President, and Mr. Pullen would continue as a member-at-large.

Mrs. Fugate made a motion to have these Board members hold these officer positions, Mr. Shaffer seconded it, and it passed with all in favor.

**Minutes**

The minutes of the previous Board meeting, held on August 6, 2021, were reviewed and approved as presented on a motion which was made by Mr. Pullen, seconded by Mr. Shaffer, and passed with all in favor.

**Old Business**

Some discussion was held regarding tree trimming needed in the community, especially around the pond.

**New Business**

The Board members felt that it might have been good to increase the dues for 2022, but that could not be done at this time. Homeowners have to be given notice of a change in the dues assessments, at least 30 days before the beginning of the next annual assessment period. In order to provide to the homeowners, information on any increase that the Board was considering, the Annual meeting should be held in September, preferably on the first Thursday after Labor Day, if a suitable room is available, and other situations make it possible. The new budget can then be finalized, and homeowners given appropriate notice of the amount of the dues assessment for the following year.

Grounds maintenance for the upcoming season was reviewed. A contract had been provided by Joe Peregory, the owner of Joe's Services, who had been providing these services to the community for several years. The Board members felt that the contract should be signed, except for the fact that the contractor could cancel the contract if needed, anytime with 30 days notice to the Association, while the Association could only cancel the contract within 30 days of signing it. The Board members felt that both the contractor and the Association should have an equal opportunity to cancel the contract if necessary, This required change was to be presented to Mr. Peregory, and the contract altered before it is signed, if he agrees. Mr. Pullen made a motion to accept the contract if the contractor agrees to this change, Mrs. Fugate seconded it, and it passed with all in favor.

**Meeting Adjourned**

At 8:50 P.M., with no other business to conduct, a motion to adjourn the meeting was made by Mr. Pullen, seconded by Mrs. Fugate, and passed with all in favor.