

**HAYFIELD VIEW HOMEOWNERS ASSOCIATION**

**MINUTES**

**2021 Annual Meeting**

**Wednesday, October 20, 2021**

**Via ZOOM Video Teleconference**

**Directors in Attendance**

- |    |                 |                |
|----|-----------------|----------------|
| 1. | Thom Hostetter  | President      |
| 2. | Diane Pavlovich | Vice President |
| 3. | Pat Robinson    | Treasurer      |
| 4. | John Manning    | Secretary      |
| 5. | Joanne Ontko    | Director       |

Faith Price

Capitol Property Management

**I. Call to Order and Quorum**

The President called the meeting to order at 7:03 p.m. The Property Manager confirmed that a quorum of 30 members of the Hayfield View Homeowners Association (HOA) was met by 12 members in attendance and 18 annual meeting proxies.

**II. President's Report**

President Hostetter reviewed legislation granting permission to HOAs to host virtual meetings. The HOA did not convene an annual meeting in 2020 due to COVID-19 social distancing protocols. Recognizing that this was the first time we hosted an annual meeting virtually, the President reviewed meeting rules and procedures per Policy Resolution 21-01. The President then discussed other accomplishments, to include a new retaining wall on upper Duddington Dr. and new mailboxes across Hayfield View.

**III. Minutes**

Secretary Manning presented the minutes from the 2019 annual meeting. A motion was made and seconded to accept these minutes. The motion passed unanimously.

**IV. Treasurer's Report and HOA Budget**

Treasurer Robinson provided an oral report and presented a spreadsheet detailing financial activity through the date of the annual meeting. The Board had approved the next year's budget reflecting no increase in the assessment, or \$122.19 per month. The Treasurer addressed follow-up questions.

**V. Election of Directors**

As the HOA did not convene an annual meeting last year, a motion was made and seconded to nominate and elect by acclamation the following HOA members in good standing to the Board.

- 2-year terms: Pat Robinson, Blanford Ct.; and John Manning, Brighthouse Ct.
- 3-year terms: Joanne Ontko, Amesbury Ct.; John Lyon, Towchester Ct.; and Thom Hostetter, Manigold Ct.

The motion passed with one abstention recorded.

**VI. Open Forum**

Members discussed a drainage issue on Old Telegraph Road and VDOT’s plans to widen Telegraph Rd. Pat Robinson noted that the HOA will be hosting a town hall with Supervisor Rodney Lusk and that she will bring these issues to his attention.

**VII. Adjournment**

A motion was made, seconded, and approved to adjourn the meeting at 7:58 p.m.

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PREPARED BY:

  
John Manning, Secretary

APPROVED ON:

2022-10-19  
Date