Date: November 13, 2013
Time: Immediately following the Annual Meeting
Location: Dominion High School, Room 407
Attendance: 10

Board Members

<table>
<thead>
<tr>
<th>Abul Tareque</th>
<th>Steve Honard</th>
<th>Brandon Henry</th>
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</thead>
<tbody>
<tr>
<td>Vicki Rundquist</td>
<td>Peggy Franklin</td>
<td>KC Holland</td>
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<tr>
<td>Lea Nigon</td>
<td>Tim Robinson</td>
<td>Stephen Mann</td>
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(Beth Baker, the outgoing secretary, was present to take minutes.)

KC, President, called the meeting to order at 7:51.

Election of Officers: The following were elected by the board:
- President: Lea Nigon
- Vice President: Steve Honard
- Secretary: Peggy Franklin
- Treasurer: Vicki Rundquist

Committee Chairs: The following volunteered to head committees with the board’s approval:
- Common Grounds: Tim Robinson
- Social Activities: Zeleste Henry
- Newsletter: Brandon Henry
- Architectural Review:
  - Steve Honard, Chair
  - Stephen Mann, Vice Chair
  - Abul Tareque
  - Lea Nigon

Legal Representation Update:
- Lea reported that all firms who submitted a proposal have been formally notified of the board’s decision made at the October 2013 meeting.
- A representative from our law firm will meet with the board for a complimentary training session, a mutually convenient date to be confirmed.

Board Resources:
- Officers were given copies of the Virginia Common Interest Community Statutes.
- Lea presented a sample Directors’ Handbook with cost estimate. The board would like her to have one prepared for each board member.
The meeting was adjourned at 8:33 pm.

Respectfully submitted,

Beth Baker, outgoing HOA Board Secretary