

**KAYHILL/GREENHILL
BOARD OF DIRECTORS MEETING**

September 5, 2012

A meeting of the Board was called by President Gary at 7:00PM on 9/5/2012 to discuss a mandate from the Commonwealth of Virginia's Common Interest Community Board (CICB) to institute a complaint system for "common interest community" complaints.

Present were Gary Gray, Jeff Fleisher, George Jetter, Julian Jenkins and Rose Fiske.

Effective July 1, 2012, a new set of regulations was defined concerning association complaints from members and citizens. This requires POA to have procedures/process in place by 9/28/12 to resolve these issues.

A motion was made by George Jetter and seconded by Jeff Fleisher to adopt a set of procedures that comply with these mandates until the next annual meeting when they will again be discussed. A copy of the procedures used by the Board and a sample complaint form will be mailed to each property owner. These are also posted on the POA Web Site.

Mowing issues were discussed and letter to be sent to owner of front lots.

Kayhill Estate sign at entrance was discussed. Getting a light there would be too expensive. Jeff will see about fixing existing sign or making a new one.

Respectfully submitted,
Rose Fiske, Secretary