



COURTLAND SQUARE HOA ARCHITECTURAL MEETING MINUTES 
 PURCELLVILLE LIBRARY, CARRUTHERS ROOM, SECOND FLOOR

MONDAY JANUARY 29TH, 2007
 7:30 PM

Meeting called to order at 7:32 pm on Monday the 29th of January 2007

Present at the meeting:

Residents:	BOD Members:	ACC Members:
Charles and Carolyn Miller		Ginia McInnis
Tiffany Smith		Sharon Eberly
Shane Walker		Christa Walker
Marna Zok		
Rob Couch		

This meeting is a repeat of the meeting held on 1/20/2007. It was noted by the Member-at-Large that enough notice had not been provided to the homeowners to make the meeting valid, so it was decided that we should “rehold” the meeting in order that all homeowners have the opportunity to participate. ☺

Again, the ACC apologizes for this oversight and thanks the Board for calling it to our attention.

There was a brief question and answer period where the residents sought clarification of documents proposed by the Board of Directors at the past two Board meetings. As part of this discussion several residents requested a copy of the documents that had been proposed, and asked if the ACC had received feedback from the BOD regarding the Vice President’s input to the Resolutions raised by the Member-at-Large. The ACC did receive confirmation from the Vice President advising that it is her wish to keep the commentary in question “private”. Residents were invited to attend the 1/31/07 meeting for answers to questions that they might have regarding the proposed resolutions.

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- The ACC approved the meeting minutes from the 1/20 meeting
 - The ACC reviewed and approved the format and content of the proposed handbook for presentation to the BOD on 1/31/2007.
 - The ACC agreed to establish a regular meeting schedule.
 - to meet on the first Wednesday of every month
 - to start March 7th
 - 07:30 PM
 - Location : TBA
 - Primary Location: Purcellville Library
 - Alternate Location: Train Station
 - The ACC briefly discussed an Audit Schedule and Process
 - Audit to occur March 1-31
 - Audit report to be presented at next Board Meeting following audit
 - Audit notices to go out beginning of April
 - Format of letter was agreed to
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MEETING WAS CONCLUDED AT 9:00 PM