

**Tusawilla Hills Citizens Association Inc.  
Minutes of the Board of Directors Meeting  
March 8, 2016**

**Board of Directors Present:**

Christina Derr  
Bob Tansill  
Paul Harrison  
Jamie Ranalli  
Phil Larcomb

**Board Members Absent:**

**Others Present:**

Richard Sussmann, PMP Community Manager  
Homeowners: See sign-in sheet

**I. Call To Order:**

- A. The meeting was called to order at 7:00 p.m. by Derr and was held at 340 Edmond Rd, Suite E, and Kearneysville, WV, 25430.
- B. MOTION by Tansill, seconded by Derr to approve the Agenda as written. Motion carried.

**II. Approval of Minutes:**

- A. MOTION by Tansill, seconded by Derr, to approve the minutes from the Board's meeting on 10/6/2015 as written. Motion carried.

**III. Action/Discussion Items:**

- A. MOTION by Tansill, seconded by Larcomb to approve the 2016 landscaping proposal from CBP Enterprises. Motion carried.
- B. MOTION by Tansill, seconded by Larcomb to approve the removal of concrete cylinders by CBP Enterprises. Motion carried.
- C. MOTION by Harrison, seconded by Derr to ratify the email vote of March 7, 2016, to cut the damaged/dying common area tree at the end of Barbary Court. Motion carried.
- D. MOTION by Ranalli, seconded by Tansill to authorize PMP to expend the necessary funds to make original copies of the recorded Covenants. Motion carried.

**IV. Announcements:**

- A. Next Board meeting will be 5/10/2016, at 7:00 p.m. at PMP's WV office located at 340 Edmond Road, Suite E, Kearneysville, WV 25430.
- B. The remaining schedule of meetings for 2016 are: 07/12/16, 09/13/16, 10/11/16 (budget meeting), and 11/8/16.

**V. Executive Session:**

- A. MOTION by Ranalli, seconded by Tansill, to adjourn the regular business meeting to meet in executive session to discuss collections, outstanding covenant violations and general legal matters. Motion carried. The Board left for Executive Session at 7:54 p.m. and returned to the Regular Board Meeting at 8:00 p.m.

**VI. Additional Discussion/Actions Items:**

- A. MOTION by Harrison, seconded by Larcomb to stop plowing the Handi Stop. Motion carried.

**VII. Adjournment:**

There being no further business, the meeting was adjourned at 8:53 p.m.

*Respectfully submitted by*

*Jamie Ranalli, Secretary*