

Minutes from TOA 2016 Annual Meeting

Date: September 12, 2016

Location: Landsdowne Library

Board Members in Attendance:

- Caryl Vaughan, President
- Xavier Villarreal, Vice President
- Phara Rodrigue, Secretary

Others in Attendance:

- Martin Anderson
- Ron Baldinger
- Michael Coogen
- Forrester Cox
- Marie Johnson
- Daniele Livermon
- Steve Lopez
- Tony Poleo, Treasurer
- Jean-Marie Slove
- Donna Spivey

Proxies (3):

- Joseph Trainor
- James Swain
- Janice Brannon

Meeting called to order at 7:05 pm by Caryl Vaughan

Meeting Agenda:

- Motion to approve minutes
- Board of Directors – status
- President’s Report
- Vice President’s Report
- Secretary’s Report
- Treasurer’s Report
- Architectural Review Committee
- Landscaping Committee
- New Business/Floor

President's Report (Caryl Vaughan)

- Opened the meeting with introductions highlighting original owners and the newest owners present (none)
- Motion to approve the 2015 minutes of the last Annual meeting. MSA Tony Poleo and Martin Anderson
- Caryl Vaughan determined a quorum was not met for the annual TOA meeting. (22 required)
- Caryl recognized the board members and those on the committee for their time and energy helping the association.
- Caryl recognized Tony and Linda Poleo's role in assisting as Treasurer for well over 15 years and how their presence will be missed. Board gave Tony token of appreciation gift card.
- Caryl mentioned the topics discussed at the Board meeting held on August 21st.
 - Budget: approved an increase of dues
 - Reserve study. Funds set aside for Maintenance of private roads and the retaining wall
 - ARC compliance. Need to increase the owner's awareness; discussion on review and possible update of the by-laws to reflect current trends.

Vice President's Report (Xavier Villarreal)

- Compliance with ARC and how the association needs to be stricter – things like having your trash cans placed either in the garage or behind the house; large items and appliances require special pickup.
- The ARC rules are 20 years old and need to be reviewed.
- Issues on Accotink Road – blind spot at Stop Sign near school bus pick up because cars are parking so close to the entrance on Hanson Lane. Discussed painting curb, adding a speed bump on Accotink Road to stop the speeding. Must petition the county to request changes.

Action Item:

- Form a Committee to Review ARC Rules
- Board will send an email out to all homeowners about those interested in joining the Review Committee as well as those interested in taking action to work with the county to make changes on Accotink Road
- Marie and Forrester will spearhead the ARC Review Committee

Secretary's Report (Phara Rodrigue)

- Phara discussed how we could share information within the neighborhood.
- Forrester mentioned an App called "Next Door" where we as a community could join and share information within our community.

Treasurer Report (Tony Poleo)

- Tony mentioned the Report and the Budget Review
 - Increase in dues. \$10 per quarter (\$240)
 - Never not collected dues.
 - Dues haven't gone up in 5 years.
 - Insurance was marketed this year to 3 carriers – State Farm was still cheapest
 - Snow removal was given to Springfield Lawn, the same group that does our lawn service and taken away from Emery. Emery stated that our neighborhood was just too small for them to continue to service
 - Landscaping budget is allocated \$1,000
 - Reserve has been accumulating and is almost \$85,000 at this point. We'll need to have a reserve study done in 2017 to make sure we are still allotting the correct amount of money for the reserve items.

Architectural Review Committee (Forrester Cox)

- Early July they did a walk through for all the homes – 13 received violation letters. All have complied except 3 homes.
- ARC will be enforcing more of the ARC rules going forward
- Another walk through will occur in the next week to confirm what has been completed by the homeowners.

Landscaping Committee (Martin Anderson)

- Martin is talking to KT Irrigations to discuss replacing the broken heads
- Martin is talking with Springfield Landscaping to discuss seeding before the winter season

New Business/Floor

- Nothing

Motion to Adjourn 8:07 pm. MSA Caryl Vaughan