

## Agenda for TOA Annual Meeting 2025-26 Year (September 8<sup>th</sup>, 2025)

### Board Members in Attendance:

Gene Anzano – President  
Natalie Neal – Vice President  
Kerri Donovan – Treasurer  
Daniele Livermon – Secretary

### Owners in Attendance

Gene Anzano  
Marie Johnson  
Xavier Villarreal  
Mina Baldinger  
Matt Quinn  
Steve Lopez  
Martin Anderson  
Janice Brannon/Mike Kuprijanow  
Jean-Marie Slove  
Ryan Blanks  
Natalie Neal  
Daniele Livermon  
Caryl Vaughan  
Tom/Kerri Donovan

### Proxies

Fernando/Susan Torrent  
Mathew/Emily Mutterperl  
Stan Voigt/Elizabeth Davis  
Edsel /Tonita Guydon  
Jim/Brenda Swain

1. Call meeting to order (Gene)
  - a. Quorum/proxies needed (18) – We had 19 attendees
  - b. Total of ## houses represented (here and proxy) – 19 homes represented
2. Review/approval of 2024 minutes (Daniele)
  - a. Motion to approve the minutes – Tom Donovan
  - b. Second the motion; [approve and pass] – Matt Quinn

### 3. President's Report (Gene)

- a. Trash/Waste renewal savings – Gene ran through the savings we attained by renewing the program, there was a question around waste pick up on Wednesdays, need to get paper lawn bags
- b. Snow removal contract – it is up in December, we will solicit quotes, since we are a small neighborhood it's difficult to get competitive quotes, there were issues on the snow removal on Hanson Lane in piling of snow at the end of the driveway
- c. Library will be moved when all other locations are moved

### 4. Vice President's Report (Natalie)

#### a. Neighborhood Sign Update

. Back in 2020, the board asked the Reserve Committee to revamp the sign. During our 2024 annual meeting, we discussed replacing the sign and moving it to another location, but the proposed site is an obstruction to traffic. We looked to the corner of Telegraph and Accotink. We've had several estimates and submitted to the county. We do not own the location per VDOT.. We can put a sign under VDOT regs but it needs to be a break-away sign (i.e., 4 by 4 post supported). We would also need to obtain a new permit every two years. The board has exhausted the ideas on where the sign should be (move it down, repaint it, prune the area to make it more visible). The process has been on pause: either go to VDOT or tear down the sign where it is. Janice will send to Natalie the information she has on the location.

### 5. Treasurer's Report (Kerri)

- a. Annual Report (Financials) – Kerri provided a financial update to include
  - 1) Money market account status
  - 2) 2025 current expenditures
  - 3) proposed 2026 budget which includes a general 3% increase across most categories
  - 4) no increase in member dues is proposed.
- b. Reserve Study – plan to do an update study to minimize cost this year

### 6. Secretary's Report (Daniele). Nothing to report

### 7. ARC Report (Report provided my Mina)

- a. ARC completed their walk-thru and Notices sent out as appropriate. Mina reported that deficiencies identified were or are being addressed.
- b. If you have not received a notice, you are fine

### 8. Landscaping Report (Mina reported)

- a. The pear and crepe myrtle trees were trimmed in the rock garden area in December last year.
- b. Irrigation system repairs were made last week to fix 3 broken valves. All zones are now working.
- c. The landscaping committee will be recommending removal of a dead cherry tree located across from 6683 Hanson Lane and 6681 Hanson Lane. We are currently gathering quotes for the removal.
- d. The mowing and mulching contract expires this year. The landscaping committee has asked our current provider Brookstein to provide pricing for a contract renewal. We will be gathering additional quotes to consider in the coming weeks.

#### New Business (Gene) - Ballots

- a. Nomination and vote for Secretary and Treasurer (3 yr term) (TOA Vote)
  - 1) Nominees – Kerri nominated for Treasurer by Janice and Caryl seconded it; Kerri accepts the position of Treasurer;
  - 2) Secretary – Daniele was nominated by Xavier and second by Janice; Daniele has accepted the position
  
- b. Amend the TOA Declaration to extend the ARC

Open Floor (Comments, critiques, complaints) – Gene discussed our Stewardship meeting halfway through the year and our initiative to provide services to the neighborhood, Gene reinforced that it's an open floor.

9. Adjourn meeting – motion to adjourn the meeting Xavier and Martin seconded it