

# DRCHOA Board of Directors Monthly Meeting

01/06/2011

7:00pm-8:00pm

6870 Deer Run Drive

**Attendees:**

Officer	Position	Present	Excused
Bryan T. Ault	President	X	
Terry Foreman	Vice President	X	
Michael Mohr	Treasurer	X	
Faviola Donato-Galindo	Secretary	X	
Vanessa Girardi	At-Large	X	

**Committees:**

David Napier, Landscape and Maintenance, Kent Hurton, ACC, and Melissa Anderson, Social Committee.

## *Minutes*

**Agenda Item:** Approval of the Agenda

**Discussion:**

- Mr. B. Ault asked members to review the agenda.
- Ms. V. Girardi made a motion to approve the agenda as presented.
- Mr. F. Donato seconded.
- The motion was approved by unanimous vote.

Action items	Person responsible	Deadline
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**Agenda Item:** Approval of the December 2, 2010 Minutes **Discussion:**

- Mr. B. Ault asked members to review the December 2, 2010 minutes.
- Ms. V. Girardi made a motion to approve the minutes as presented.
- Mr. T. Foreman seconded.
- The motion was approved by unanimous vote.

Action item	Person responsible	Deadline
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**Agenda Item:** Resident Concerns

**Discussion:**

- Mr. K. Hurton indicated that many dog owners are leaving dog waste bags.
- Mr. B. Ault indicated that a reminder will be sent to all residents.
- Mr. D. Napier indicated that there are inoperative cars on parking lot and also pointed out if the County's new Code Enforcement policies will affect HOA owned lots.

- Mr. B. Ault indicated that an official complaint was made and in accordance to the due process, letters are being drafted to the owners to give them the opportunity to remediate. In addition, the Board will need more information on how the County’s Code Enforcement for inoperative vehicles will affect cars on HOA lots.
- Ms. M. Anderson commented that many residents are putting their trash on the curb too early and even days before collection.
- Mr. B. Ault indicated that notices will be sent to remind residents about trash collection.
- Mr. D. Napier indicated that he contacted Dominion regarding the light post outage in the two blocks of DRD.
- Mr. B. Ault explained that he contacted the office of Supervisor McKay to bring attention to the outage. The office has been in contact with Dominion.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
Send reminder notices about pet waste and trash.	F. Donato	N/A
Find out more information on the County’s inoperative vehicle enforcement in HOA owned lots.	All Board Members	Next meeting
Follow up with Dominion to fix lamp posts	All Board Members	N/A

**Agenda Item:** President’s Report—Bryan Ault

**Discussion:**

Snow removal

- A procedure has been established for snow removal. Three people (Terry Foreman, Vanessa Girardi and David Napier) will make the decision for snow plowing or pavement treatment when snow is expected.

Car break-ins

- He indicated that he recently contacted Greg Kottemann, Crime Prevention Officer with the Fairfax County Police- Mount Vernon Station, regarding the car break-ins in our neighborhood. Officer Kottemann explained that there were 8 reports of thefts in DRC and the Vantage neighborhood. All 8 occurred on the night between 12/26 and 12/27, and all involved items being stolen from unlocked cars. He reminded everyone to lock their cars and keep valuable items out of sight.

Verizon Fios

- Thanks to Kirk Stewart’s work we have easement information for Verizon. The work easement is for behind DRC property and Verizon contractors should not have to go into most residents’ back yards. Installation work will hopefully begin sometime this year.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>

**Agenda Item:** Treasurer’s Report—Michael Mohr

**Discussion:**

- The accounting firm, Goldklang has been selected to perform the audit for 2009.
  - Three auditing firms were contact to provide bids. Goldklang responded, one firm no longer does HOA audits and the third did not respond.
- The reserve fund has been fully funded for FY 2010.
- There are 36 units so far that have paid their dues for the first quarter of 2011.
- DRCHOA must set up its IRS online payment account to pay Federal taxes. Mr. Mohr will execute this prior to the March 15<sup>th</sup> federal tax deadline.
- Ms. F. Donato made a motion to approve the Treasurer’s report.
- Ms. V. Girardi seconded.
- The motion was approved by unanimous vote.

Action items	Person responsible	Deadline

**Agenda Item:** Committee Report-Landscape and Maintenance—David Napier **Discussion:**

- Blade Runners missed the third leave removal but they are already planning it for this year.

Action items	Person responsible	Deadline

**Agenda Item:** Committee Report-Architectural Control—Kent Hurton **Discussion:**

- The Committee will work on drafting language to the Operations Manual to include concrete fiber board. The Committee will also draft language to phase out door colors no longer available and add similar replacement colors. New color recommendations are on standby.

Action items	Person responsible	Deadline
Draft language on concrete fiber board and door color update to the Operations Manual.	ACC	ASAP

**Agenda Item:** Committee Report-Social Committee— Melissa Anderson **Discussion:**

- The committee is planning on hosting an international festival in the spring to celebrate the diversity in the community.

Action items	Person responsible	Deadline

**Agenda Item:** Old Business

**Discussion:**

Use of technology for meeting facilitation and management

- The Board will look into software programs that would enable online management of the association's business and facilitate business continuity. This would include membership, collection of dues and bill payment.

Action items	Person responsible	Deadline

**Agenda Item:** New Business

**Discussion:**

HOA Light posts

- Ms. V. Girardi prepared and distributed a spreadsheet that includes information on all community owned lamp posts. This document will facilitate and keep track of post maintenance. She will add the County owned posts to the spreadsheet too.

Action items	Person responsible	Deadline

**Agenda Item:** Adjourn

**Discussion:**

- Ms. F. Donato made a motion to adjourn.
- Ms. V. Girardi seconded
- Meeting was adjourned.