

DRCHOA Board of Directors Monthly Meeting

10/07/10

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, Architectural Control Committee

Minutes

Agenda Item: Approval of the Agenda

Discussion:

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

Action items

[Notes]

Person responsible

[Name]

Deadline

[Date]

Agenda Item: Approval of the September 2, 2010 Minutes

Discussion:

- Ms. F. Donato requested that the approval be deferred until the next meeting.
- Ms. V. Girardi made a motion to approve the minutes as presented.
- Mr. M. Mohr seconded.
- The motion was approved by unanimous vote.

Action item

Provide minutes of the September 2, 2010 meeting

Person responsible

[F. Donato]

Deadline

[11/04/2010]

Agenda Item: Resident Concerns

Discussion:

- None presented.

Action items

Person responsible

[Name]

Deadline

[Date]

Agenda Item: President’s Report—Bryan Ault

Discussion:

- Mr. B. Ault reminded everyone to keep Committee reports and other discussions concise and avoid going off topic so that meetings can be adjourned within the time allotted.
- Benches:
 - He indicated that Lisa Napier approached him with a proposal to build three benches. The benches would be built by a group of homeschool students for \$75 each which includes materials and paint.
 - Ms. V. Girardi indicated that there are other landscape items such as the tree line by 6800 DRD that need attention. She also would like to know the amount leftover on the Committee. She made a motion to table the item until after the Landscape report.
 - Mr. T. Foreman seconded.
 - The motion was approved by unanimous vote. The discussion was tabled until after the Landscape and Maintenance Committee report.

Action items	Person responsible	Deadline
	[]	[Date]

Agenda Item: Treasurer’s Report—Michael Mohr

Discussion:

- There are approximately \$67k in savings, \$22k in operating and \$40 in checking.
- The problem with last year’s federal taxes was resolved. Apparently the system read the wrong decimal point. That means that the HOA does not owe \$150.
- A proposed budget for FY 2011 will be submitted at the next meeting.
- He will obtain quotes for audit and present a proposal at the next meeting.
- Mr. T. Foreman made a motion to approve the Treasurer’s Report.
- Ms. F. Donato seconded.

Action items	Person responsible	Deadline
Provide a draft of the proposed budget for FY 2011-2012 and obtain audit quotes.	[Michael Mohr]	[11/04/2010]

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

Discussion:

- Please refer to the attached report.
 - The Fall Clean-Up cost breakdown was as follow: Cost: \$1052.76; SCU=\$159; Both=\$1212. The clean up was \$288 under budget.
 - The grass is growing thanks to residents who are watering the areas.

- A proposed budget for the 2011 Clean-Up was presented. The total proposed budgeted amount is \$2,380.
- The fence along Deer Run Drive was fixed. The Board authorized \$4,600 to hire Glen Drone's company. The company added new support posts and stained the fence. The company underestimated on clearing away by about \$1k as well as the cost of staining by about \$540. He recommended providing Glen Drone's company with a tip for service to offset the costs incurred.
- Ms. F. Donato made a motion to give Glen Drone's Company a tip for service of \$600.
- Mr. M. Mohr seconded.

Action items	Person responsible	
Prepare check for \$600 for tip for service to Glen Drone's Company	[Michael Mohr]	[11/04/2010]
Prepare updated equipment inventory list	[Faviola Donato]	[11/04/2010]

Agenda Item: Committee Report-Architectural Control Committee--Kent Hurton

Discussion:

The Board voted on the recommendations presented by the ACC as follow:

Issue 10-01: Survey. The ACC recommends the DRCHOA Board not send out a survey as previously discussed. Use of this device may give some members the false impression that they can now pick whatever color scheme they want because they 'voted' on it regardless of how it clashes with the rest of the neighborhood.

VOTE: Tabled discussion undetermined.

Issue 10-02: Concrete Fiber Board Siding. The ACC tentatively recommends the DRCHOA Board approve the use of concrete fiberboard in addition to T-111 and construction plywood for exterior siding. In order to fully recommend one or more name brands, we require more time to investigate the effects of the approved stains. Further, the ACC expressly does not recommend vinyl siding.

Ms. F. Donato made a motion to approve concrete fiber board siding in addition to the existing T-111 and plain plywood for exterior siding.

Ms. V. Girardi seconded.

The motion was approved by unanimous vote.

MOTION PASSED

Issue 10-03: Exterior Color Scheme. The ACC recommends a study to explore additional/alternate color schemes with the goal to provide two or three (Board Approved) different by complementary color schemes to the homeowners. For example, maintain the mahogany color as a common theme in each scheme but provide a different—yet still complementary—siding color and a maximum two additional colors for the window trim panels and/or boxes under windows. Kent Hurton was pointed to the Color Wheel as a possible resource for exploring these alternatives.

VOTE: Tabled discussion until next meeting.

Issue 10-04: Window Box Color. The ACC recommends the DRCHOA Board approve and add a statement in the DRCHOA Operations Manual to the effect that each owner has the option to "stain window boxes the same

color as the siding or a contrasting color from the approved palette.” This will legalize those who already have done it and allow those wishing to do so to do so.

VOTE: Tabled discussion until next meeting.

Issue 10-05: Deck Materials. The ACC recommends the DRCHOA Board approved the use a composite decking—such as TREX, ChoiceDek, and Fiberon to name a few—for all horizontal deck surfaces and any vertical ones that it can legally be used for as long as those visible to the public are painted the approved mahogany. Many are not able to be painted thus narrowing the available choices.

Mr. T. Foreman made a motion to inform homeowners about deck material options that are acceptable as long as the deck structure complies with Fairfax County regulations and the stain color is the approved color by the HOA.

Ms. V. Girardi seconded.

The motion was approved by unanimous vote.

MOTION PASSED

Issue 10-08: Home Security. The ACC recommends a study to explore the addition of lighting to townhouses and/or backyard fences. It has been proven that most burglars will not burgle a house that is well light. Further, everyone’s trashcans are lined up in a very dark area who little or no lighting thus exposing ourselves to potential attackers (or the occasional frisky wildlife). To that end, a study to explore the options/combinations that could light up the most vulnerable avenues of approach—our backyards and rear windows needs to be conducted. For example, how would a spot or flood-type light attached to the deck of a house affect to our neighbors? Or, would low-wattage lights attached to the fence by trashcans be effective?

The Board decided to send information to residents on security tips.

Action items	Person responsible	Deadline
Edit language on operations manual to reflect approved changes on exterior siding	[Faviola Donato]	[11/04/2010]
Include and send information on deck materials and home security to all residents	[Faviola Donato]	[Next newsletter]

Agenda Item: Committee Report-Social Committee- Faviola Donato

Discussion:

- A reminder that the Fall Harvest Party is scheduled for Saturday, October 30th from 4:30pm-7:00pm by the grassy area in the Court. Everyone is invited.

Action items	Person responsible	[Date]
None	[Name]	[Date]

Agenda Item: Committee Report-Website

Discussion:

None presented.

Agenda Item: New Business

Discussion:

a. Benches

- After the Landscape and Maintenance reported unused funds for the Fall Clean-Up it was considered whether to encumber these funds to building the 3 proposed benches.
- Ms. F. Donato raised concerns over the maintenance and noise these benches may create in surrounding areas.
- Mr. B. Ault recommended notifying residents about the benches in early November and to allow residents to voice any concerns they may have to the Board.
- Mr. M. Mohr made a motion to approve the construction of three benches at \$75 each with funds from FY 2010-2011.
- Mr. T. Foreman seconded.
- The motion was approved with one abstention.

b. Use of technology for meeting facilitation

- Ms. F. Donato suggested exploring the idea of using of conference calling or web cameras to allow members and residents to participate in meetings when they are unable to be in person.
- Mr. M. Mohr indicated that there are programs available for membership management that would allow keeping track of dues and assisting with record keeping and communication. He will send information on a member management program to all Members for consideration.

Action items	Person responsible	Deadline
Contact Lisa Napier to begin construction of benches	[Bryan Ault]	[10/08/2010]
Include and send information on benches to all residents	[Faviola Donato]	[Next newsletter]

Agenda Item: Adjourn

Discussion:

- Ms. F. Donato made a motion to adjourn.
- Mr. T. Foreman seconded
- Meeting was adjourned.