

Springfield Oaks Home Owners Association
Board Meeting
Tuesday, January 25, 2011
Saratoga Elementary
8111 Northumberland Road
Springfield, VA
7 p.m.

Present:

Nick Firth, President
Ron Manning, Vice President
Vivian Drake, Secretary
Megan Fila, Director
Carol Dovel, Director
Pennie Ziepol, Treasurer
Jan Fenton, Sequoia Management
Lauren Randall, Sequoia Management

Residents:

Carlos Almodovar
Robi Mengstab

Call to order:

Nick confirmed there was a quorum and called the meeting to order at 7 p.m.

Motion made by Nick to table the November 23, 2010, minutes for completion. Ron seconded the motion. Approve unanimously. Megan arrived late.

Owners Forum:

Motion made by Ron to provide a one-time waiver of the \$45 late fee for Robi Mengstab based on her payment history. Vivian seconded the motion. Approved unanimously.

Carlos Almodovar stated he had several items to discuss. 1) Budget line has error for late fee income. Jan explained the two lines may be transposed and will correct. 2) He previously notified the Board of curb damage by LCS for snow plowing last year. He was to send photos to the Board. He notified the Landscaping Chair. 3) He asked if Jan received a bid for trash collection from a company in Lorton. Jan stated this was not out for bid and she did not receive anything from them. She stated that trash removal went up 3%. 4) Carlos said he talked to Sam, Landscaping Chair, about having a community cleanup day and temporarily placing a trash receptacle for community clean up. 5) He talked to Sam about damage caused on the slopes in the common areas by Custom Care with the large mowers. 6) He asked if the basketball

court repairs were still under warranty. There are cracks that are 7 inches long and 2/4 wide that was painted over. Nick will check on this. 7) He also asked Jan if his notification was still good for receiving meeting notices. Jan will provide him with a list of meeting dates for 2011.

Action Items:

The Board reviewed 3 action items.

1. The entrance sign at Southern Oak is tabled.
2. Painting speed bumps will be tabled until March/April.
3. Sequoia will resume architectural inspections in the spring.

Management Report:

Included for the Board's review were:

December and January legal bill for \$913.02 and \$1419.52 respectively.

Invoice for sand used during December and January for \$1277.50 and \$1682.50 respectively.

Invoice for fallen tree for \$550.

Email on Western Oak water main break.

Treasurers Report:

Pennie stated that the budget was holding true for things this year. There have been no big events. Monthly financial package was included for the Board's review.

Motion made by Nick for the Board to go into Executive Session to discuss delinquencies and sensitive correspondence. Ron seconded the motion. Approved unanimously.

Motion made by Nick for the Board to go back into Regular Session. Ron seconded the motion. Approved unanimously.

Motion made by Nick to write off uncollectable dues in the amount of \$894.65 of previous owner on Pin Oak. Megan seconded the motion. Approved unanimously.

Motion made by Nick to adjourn the Regular Session. Ron seconded the motion. Approved unanimously.

The meeting was adjourned at 7:43 p.m.

Approved by the Board on February 22, 2011.