

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

Present:

Nick Firth, President
Vivian Drake, Secretary
Mega Fila, Director
Carol Dovel, Director
Pennie Ziepol, Treasurer
Jan Fenton, Sequoia Management (and 3 staff)

Absent:

Ron Manning, Vice President

Residents:

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Call to order:

Nick confirmed there was a quorum and called the meeting to order at 7:10 p.m. He explained to the residents that the regular Board meeting would be followed by the annual meeting.

Motion made by Nick to table the September 27, 2011, meeting minutes. Megan seconded the motion. Approved unanimously.

Owners Forum:

Lela Vandercar stated that the landscaping company did a beautiful job on the hill by Canyon Oak. Ann Lihn said she hopes they will get to Gamble Oak.

Carlos Almodovar reported the dead tree by the trail on Chapman Oak. Nick stated that we have two bids for this and he asked Jan for a third before making the decision. Carlos asked about changing our trash contract to consider one who is lower. Nick stated that we have addressed this before and that cheaper is not necessarily better. Nick stated that the current contract is not up until December 2012.

Action Items:

The Board reviewed 5 action items.

1. Architectural inspections are in progress.
2. The top round bricks were installed at the entrance of Springfield Oaks.
3. Site map for additional lights was tabled.
4. Trash contract was discussed earlier and does not expire until December 2012.
5. Waiting on an additional bid for tree pruning and removal.

Management Report:

Includes:

August legal bill for \$2501.19.

2012 draft budget

Deferred assessment resolution

Architectural request for front door color change

Unanimous written consent for changing Nominating Committee member

Nick explained to the residents that we have had increased expenses due to tree trimming/removal and snow removal last year and several other projects and to stay on budget and increase our reserves we need to increase the monthly dues by \$4. A resident asked how do we compare with other homeowners association and Nick stated that an average is \$70 a month.

Motion made by Nick to approve the 2012 budget with an increase to \$68 a month. Megan seconded the motion. Approved unanimously.

Motion made by Nick that the association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion. Vivian seconded the motion. Approved unanimously.

The architectural request for a front door color change was tabled. Diane McCreless, Architectural Committee, will talk to the owner and help with the color choice.

The Board members signed the unanimous written consent in lieu of a meeting of the Board of Directors to replace Penelope Ziepolz with Doug Wilson as a member of the Nominating Committee for the 2011 annual meeting.

Treasurers Report:

Pennie stated that we are on budget and the draft budget is available at the annual meeting. The financial statement analysis, balance sheet, statement of income, and general ledger were available.

The Board reviewed:

Dominion Towing invoice for \$1880 for towing when painting parking space #s.

Pavement Solutions invoice for \$6010 for painting speed bumps, sealing basketball court crack and painting visitor parking space #s.

Sequoia Management receipts for \$54, \$57, \$153, and \$54 for emptying trash cans, leveling mailbox, and repairing entrance lights.

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

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

Nick stated that there were no issues to discuss from Executive Session.

Motion made by Nick for the Board to adjourn the meeting. Megan seconded the motion. Approved unanimously.

The meeting was adjourned at 8 p.m.

Approved by the Board on November 22, 2011.