

Springfield Oaks Home Owners Association
Board Meeting
Tuesday, May 24, 2011
Saratoga Elementary
8111 Northumberland Road
Springfield, VA
7 p.m.

Present:

Nick Firth, President
Vivian Drake, Secretary
Carol Dovel, Director
Megan Fila, Director
Jan Fenton, Sequoia Management

Absent:

Ron Manning, Vice President

Residents:

Pennie Ziepolt
Carlos Almodovar
Sam Rogers
David Adkins
Ken McCreless

Call to order:

Nick confirmed there was a quorum and called the meeting to order at 7:05 p.m.

Motion made by Nick to approve the April 26, 2011, minutes as written. Carol seconded the motion. Nick, Vivian and Carol approved; Megan abstained.

Owners Forum:

Dave Adkins asked about the equipment at the brick wall at the entrance. Nick said there should be progress on repairing the wall shortly and that this is on the agenda for this meeting. Ken McCreless said the entrance plantings look good. Jan said that she will call LCS to water them. Megan Fila reported that the door on the tennis court does not close. Jan said she will look into that. Carlos Almodovar gave Jan the wooden mold for the entrance sign that came from the builder. Carlos asked about the curb damage that he said was caused by the snow plowing. Jan said she reported this to the contractor. Nick said it is in process. Carlos reported that there is a dead tree at the end of the path of Chapman Oak and in-between a row of houses that is coming apart in pieces. He suggested that this was caused by the county putting in a lot of stones and this caused root damage. Carol provided the residents with an update on two

Rolling Road Committee meetings she attended about the developments external to Springfield Oaks.

Action Items:

The Board reviewed the following 9 action items:

1. We are waiting on a third bid for the Southern Oak entrance. Jan has received two.
2. We are awaiting additional bids for painting speed bumps, curbs and parking space numbers. Jan is reviewing the parking space numbers assigned to residents.
3. Sequoia will resume architectural inspections the week of May 30 weather permitting.
4. Drainage repair at 8574 Springfield Oaks pending work.
5. Jan is seeking two more bids for the erosion behind 7674 Southern Oak.
6. Bid for brick wall damage is in the Board package.
7. Carol gave Jan a list for possible sites for additional street lights.
8. Flower rotation is complete.
9. Basketball court crack is pending due to recent weather.

Motion made by Nick to approve LCS for \$2815 to remove the damaged brick wall at the entrance of Springfield Oaks/Alban Road and to rebuild. Megan seconded the motion. Nick, Vivian and Megan approved; Carol disapproved.

Management Report:

- April legal bill for \$896.48.
- Site map for addressing street lights.
- Landscaping proposals/site reports on work completed.
- Proposal for entrance monument.
- 2010 Audit and tax return.
- 2011 and 2012 engagement letter.
- Architectural request.
- List of recycling the county accepts.

LCS provided a proposal for addressing several areas in need of seeding or ground covering. Nick said the Board needs time to review this. Jan will do a walk of the neighborhood with Phillipe. This is tabled.

The Board reviewed the final draft of the audit conducted by Goldklang and Group CPAs, P.C. This is pending for Pennie's review which she will provide in the next couple of days.

Jan pointed out that Springfield Oaks will be receiving a credit from IRS for \$3,049 and from the state for \$1,931.

Jan is checking on signs for Springfield Oaks yard sale so this event can be coordinated very soon. Carol stated there should be a sign at the entrance of Rolling Road. Nick stated that the Southern Oak entrance needed to be completed.

Motion made by Nick to approved the Federal income tax form for a refund of \$3,049 and Virginia state income tax form for a refund of \$1931. Vivian seconded the motion. Approved unanimously.

Motion made by Nick to approve Goldklang and Group CPAs, P.C. for their audits for 2011 and 2012. Vivian seconded the motion. Approved unanimously.

Motion made by Nick to approve the architectural request for 8603 Pin Oak Drive to replace their deck and add stairs using trek composite contingent upon the county permit. Carol seconded the motion. Approved unanimously.

Jan provided the Board with information from Fairfax County listing acceptable materials for recycling which is the same that AAA picks up. She also stated that this is a single stream recycling process.

Treasurers Report:

Pennie Ziepolt stated that our budget is in agreement with Sequoia Management.

The 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. Megan seconded the motion. Approved unanimously. Nick thanked the residents for coming.

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

Motion made by Nick to adjourn the Regular Session. Carol seconded the motion. approved unanimously.

The meeting was adjourned at 8 p.m.

Approved by the Board on July 26, 2011.