

Springfield Oaks Home Owners Association  
Board Meeting  
Tuesday, August 23, 2011  
Richard Byrd Library  
7250 Commerce Street  
Springfield, VA 22150  
7 p.m.

**Present:**

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

**Absent:**

Ron Manning, Vice President  
Megan Fila, Director  
Pennie Ziepol, Treasurer

**Residents:**

1 guest

**Call to order:**

Nick confirmed there was a quorum and called the meeting to order at 7:08 p.m.

**Motion** made by Nick to approve the July 26, 2011, meeting minutes as written. Carol seconded the motion. Approved unanimously.

**Owners Forum:**

No comments were made.

**Action Items:**

The Board reviewed the following 6 action items:

1. The sign at Southern Oak entrance was installed. The Board needs to discuss plantings and light at this entrance sign.
2. Parking space numbers and speed bumps have been painted. Paving Solutions will come back to repair the crack at the basketball court.
3. Sequoia Management is continuing the architectural inspections.
4. Jan sent LCS an email about completing the repair work of the brick wall at the entrance of Springfield Oaks.
5. Nick stated that he wanted to see the tree trimming completed first before deciding on adding street lights.

6. Trash contract is due for renewal/bidding in October.

Carol indicated that there is a dead pin tree at the entrance of Springfield Oaks. Jan will add to the tree list.

### **Management Report:**

Board package includes:

July legal bill for \$1995.78

Dominion Towing Invoice – to accommodate painting parking numbers.

(2) Architectural requests

### **Treasurers Report:**

Pennie was not in attendance. Board package included the July 31, 2011 financial statement analysis; balance statement; statement of income; and general ledger.

Motion made by Nick to approve the LCS Invoice for entrance watering for \$1800. Vivian seconded the motion. Approved unanimously.

The Board reviewed the Sequoia work order for emptying trash cans for \$54.

**Motion** made by Nick for the Board to go into Executive Session to discuss delinquencies and sensitive correspondence. Carol seconded the motion. Approved unanimously. Nick thanked the guest for coming.

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

**Motion** made by Nick to impose a \$50 fee for recycling bin being stored on the front steps on Gamble Oak. Carol seconded the motion. Approved unanimously.

**Motion** made by Nick to disapprove 7674 Northern Oak for changing the color of shutters, metal roof on bay window and door from brown to blue. Vivian seconded the motion. One vote to approve and two votes to disapprove. Request was disapproved.

**Motion** made by Nick to approve 7683 Northern Oak for changing window trim only to white and using vinyl caps. Carol seconded the motion. Approved unanimously.

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

The meeting was adjourned at 8:05 p.m.

Approved by the Board on September 27, 2011.