

Springfield Oaks Home Owners Association  
Board Meeting  
Tuesday, March 22, 2011  
Saratoga Elementary  
8111 Northumberland Road  
Springfield, VA  
7 p.m.

**Present:**

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

**Residents:**

Carlos Almodovar  
Sam Rogers  
Lela Vandecar  
David Adkins

**Call to order:**

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

**Motion** made by Carol to approve the February 22, 2010, minutes. Ron seconded the motion. Approve by Nick, Ron, Megan and Carol. Vivian abstained due to absence at meeting.

**Owners Forum:**

Carlos Almodovar stated that he provided Sequoia Management with copies of photos of curb damage and suggested that circumstantial evidence indicates this was caused by the contractor when removing snow last year. Carlos asked when this year's yard sale is planned. Nick indicated June.

Lela Vandecar asked about the entrance sign on Southern Oak. Nick explained that was a new sign.

**Action Items:**

The Board reviewed the following 12 action items:

1. Bid pending for wooden sign at Southern Oak entrance. Nick stated he submitted paperwork.
2. Painting speed bumps will be tabled until April after street sweeping.
3. Sequoia will resume architectural inspections week of March 28.
4. Jan has proposal that includes removing tree limbs on walk path behind Chapman Oak.
5. Landscaping walk through was conducted with contactor on March 2.
6. LCS has provided a proposal for drainage issue at 8574 Springfield Oaks.
7. LCS to provide proposal for erosion behind 7674 Southern Oak.
8. Brick wall damage was submitted to insurance. Jan to get proposal for removal and repair. Jan made a report with the police
9. Jan to get price from Dominion for addition of one light and if discount rate for up to twelve.
10. Entrance bed clean-up completed 3/19. Spring clean-up scheduled week of 3/21 and fertilization scheduled week of 3/28.
11. Jan has bids for parking lot sweeping and flower rotations.
12. Basketball court crack is under warranty. Mid-Atlantic has been notified.

### **Management Report:**

Included for the Board's review were:

February's legal bill for \$1133.22

Draft parking resolution

Common area woods clean-up

(3) owner requests (erosion, drainage, light)

ARC request

Landscaping email re: schedule

The parking resolution is tabled for the Parking Committee's discussion.

The Board discussed the drainage issue at 8574 Springfield Oaks.

Jan provided a map and photos of the area that the resident reported being dark and in need of a street light. Tabled until Jan gets cost from Dominion Power. The Board will discuss placing lights at other dark areas.

**Motion** made by Nick to approve the architectural request for a deck addition at 7662 Southern Oak Drive. Megan seconded the motion. Approved unanimously.

### **Treasurers Report:**

Nick indicated that Pennie Ziepolt is absent. Monthly financial package was included for the Board's review.

Jan clarified that there is a fee of \$8.50 each time to pay HOA dues on line via a credit card.

Invoice was included for tree removal at 8468 Blue Oak for \$125 and snow plow/sand truck for \$2,605.

**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 Ron for the Board to go back into Regular Session. 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 7:50 p.m.

Approved by the Board on April 26, 2011.