

Springfield Oaks Home Owners Association  
Board Meeting  
Tuesday, April 27, 2010  
Saratoga Elementary  
8111 Northumberland Road  
Springfield, VA  
7 p.m.

**Present:**

Nick Firth, President  
Ron Manning, Vice President  
Ken McCreless, Director  
Vivian Drake, Secretary  
Megan Fila, Director  
Jan Fenton, Sequoia Management  
Shannon Cook, Sequoia Management

**Absent:**

Pennie Ziepol, Treasurer

**Residents: (3)**

**Call to order:**

Nick confirmed there was a quorum and called the meeting to order at 7:02 p.m.

**Approval of Minutes:**

**Motion** made by Nick to approve the March 23, 2010, meeting minutes as amended.  
Ken seconded the motion and the minutes were approved three for and one abstained.

**Owners Forum:**

Floyd Handy provided information on an owner using a visitor space on Southern Oak.

**Correspondence:**

The Board reviewed a notice from the county regarding the Rolling Road widening.  
Information will be provided to the owners as the project progresses.

**Action Items:**

The Board reviewed 4 action items.

1. The location of the entrance sign at Southern Oak Drive will be on the south side.  
Nick will stop into the sign shop to see if they are able to provide a bid for this sign.

2. Management will give AllRec instructions about removing the existing equipment – as needed – to add more interesting features. The Board is to email Nick with any questions so that AllRec can be prepared.
3. Inspection will begin in May. Management already completed Blue Oak.
4. Management will mark storm drains and hydrants during the arch inspection.

Vivian provided the Board with information from Doody Calls, a pet waste removal company, and asked that the Board consider this service.

### **Management Report:**

The Board was provided with a copy of the monthly bill from Chadwick, Washington, Moriarty, Elmore & Bunn, P.C.

The Board reviewed three proposals for street sweeping. **Motion** made by Ron to have Shenandoah do the street sweeping for \$2,600 and Sequoia Management do a mailing to all residents notifying them the need for their cars to be removed. Jan said that Shenandoah could be out as quick as a week. Ken seconded the motion. Approved unanimously.

The Board reviewed the audit report by Goldklang & Group. Jan will have them clarify the dates listed in Note 8 – Credit Line:. This has to be approved 60 days from date of letter. The Board will address at the May Board meeting.

**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.

Nick indicated that four hearing letters went out and no one appeared. **Motion** made by Nick that three letters be sent to notify suspension of parking privileges and one letter be sent for receipt of payment and reminder of suspension of parking privileges if not paid current. Ron seconded the motion. Approved unanimously.

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

The Board adjourned at 7:59 p.m.

Approved by the Board on 5/25/10.