**OLD MILL COMMUNITY HOA**

**12 MARCH2015**

**White Oaks Elementary School Library**

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| **ATTENDANCE-Enclosure (1) attached AGENDA-Enclosure (2) attached** | | | | | | | |
| **Item** | **POC** | **Next Review** | | **Completion Target Date** | | **Outcome / Status** | |
|  |  |  | |  | | **Item: CALL TO ORDER *Time 1930*** | |
|  |  |  | |  | | **Item: ANNOUNCEMENTS**    **Next meeting:** 7 MAY 2015 at 1930 | |
| **COMMITTEE REPORTS** | | | | | | | |
|  | President | 7 MAY 2015 | |  | | **Item:** President’s Report  **Discussion:** Mission and Vision for OMCC | |
| 0001-15-02 | President | 7 MAY 2015 | |  | | **Item:** Officer Report (Secretary)  **Discussion:**  Secretary position vacant; solicit from Member-At-Large or community announcement. Treasurer report deferred due to absence.  **Action/Recommendation:** Will post notification of secretary vacancy to OMCC website and develop flyer for residents. **Update:** Notification posted to website and information included in Earth Day flyer distributed throughout community.  **Item:** Officer Report (Treasurer)  **Discussion: (1)** Trash contract signed. (2) Resale package: home inspection done for release. (3) L&N rep (Andrew Stone) is incorrect; funds can be transferred. $20K (10%) goes into Streets & Sidewalks. OP Reserves/Contingencies receives 5% (due for Reserve Study).  **Action/Recommendation:**  Treasurer will transfer funds to appropriate accounts. | |
| 0002-15-02 | Architecture Committee | 7 MAY 2015 | |  | | **Item:** Need to make decision to do annual survey of property  **Discussion:** Architecture Committee chair remains vacant with resignation of Karen Smith in February 2015.  **Action/Recommendation:** Discuss at April meeting. Post vacancy on OMCC website. **Update:** Maureen Thompson volunteered to chair Architecture Committee.  **Item:** Two homes on Buffie Court need Architecture Review for release. Front steps do not conform to community standards.  **Action/Recommendation:** Mary volunteered to perform review. | |
| 0003-15-02 | Landscaping, Common Area Maintenance, and Snow Removal Committee | 7 MAY 2015 | |  | | **Item:** Tree Removal  **Discussion: (1)** Landscaping Committee wanted authorization to use full budget to remove identified dead trees. Board determined emergency removal of trees could be authorized via current process by contacting two OMCC board members for approval. (2) Premium pushed snow into parking spot after last snow storm.  **Action/Recommendation: (1)** Refer to current notification process for emergency fund requests. (2) Premium will be notified. **Update:**  (1,2) Resolved.  **Discussion: (1)** Trash contract signed. (2) Snow budget. (3) Clean-up scheduled by Premium not done (twigs and branches); is in contract to blow leaves into pile and bag.  **Action/Recommendation:** Residents should submit complaints regarding clean-up (or lack of) to OMCC board.  **Item:** Erosion – CAI preliminary survey behind Buffie Ct  **Discussion:** Amelioration: Trim trees (to let more light in); will help dry out soil. Screening (plants) to protect current soil. Residence downspouts should go to edge so water flows to Fairfax County property. For definition of erosion, need original plans to compare with current conditions.  **Action/Recommendation:** Contact Premium to do channels and screening. | |
| 0004-15-02 | Parking Committee | 7 MAY 2015 | | 9 APR 2015 | | **Item:** Parking  **Discussion:** Members discussed recommendations on towing from Parking Committee. Motion for approval of flyers and laminated copy for mailboxes.  **Action/Recommendation:** Motion passed. Flyer will be placed in each door and laminated copy posted on mailboxes. **Update:** Laminated signs on boxes and flyers posted. Resolved.  **Discussion:** In February, moratorium on towing without notice was implemented. Motion: Resident vehicles can be towed if parked in visitor spaces more than 48 hours in 30 day period.  **Action/Recommendation:** Motion passed. Residents may request extension in writing to board. Recommend residents also discuss with neighbors if professional services need to park closer to residence. | |
| 0005-15-02 | Social Committee | 7 MAY 2015 | | 9 APR 2015 | | **Item:** Establish calendar for rest of year  **Discussion:** Committee not prepared for discussion  **Action/Recommendation:** Present calendar and proposed newsletter at April meeting. **Update:** Request for email list on Hotmail account to alert residents. | |
| 0006-15-02 | Standing Rules Committee | 7 MAY 2015 | |  | | **Item:** Posting on website for committee members and Chair  **Discussion:**  **Action/Recommendation:** Review website to ensure standing rules document is posted. **Update:** Some rules were adopted and some were sent back to committee for review. Maureen states these are in the president’s notebook. | |
| 0007-15-02 | Streets & Sidewalks Committee | 7 MAY 2015 | |  | | **Item:** Potholes  **Discussion:** Residents state more potholes have appeared.  **Action/Recommendation:** Committee members will walk community to identify existing and new potholes. Marked divots, potholes and other deficits. Buffie Ct at priority for paving. **Update:** Heather will request bids; in the meantime, Board and residents will use asphalt fillers. | |
| 0008-15-02 | Trash Committee | 7 MAY 2015 | |  | | **Item:** Trash contract signed.  **Discussion:** New contract resulted in 14% reduction in fees, saving the community $6K. Contract for 3 years with CPI on 2nd year max 3%.  **Action/Recommendation:** None. | |
| 0009-15-02 | Website Committee | 7 MAY 2015 | | 9 APR 2015 | | **Item:** No new business  **Discussion:** Would like more timely notification from website.  **Action/Recommendation:** Update website within 24 hours of notification. **Update:** None. | |
| **OLD BUSINESS** | | | | | | | |
| 0002-15-03 | OMCC Board | 7 MAY 2015 | |  | | **Item:** OMCC HOA Board Training.  **Discussion:** Members agree this is a good idea; however, no date established.  **Action/Recommendation:** Discuss training at next meeting. **Update:** Rees Broome offers regular free training for Board members. | |
| 0005-15-03 | OMCC Board | 7 MAY 2015 | |  | | **Item:**  Legum-Norman contract  **Discussion:**  Information was not brought to the meeting.  **Action/Recommendation:** Bring information to next meeting for review and discussion. **Update:** No opportunity to contact potential vendors. | |
| 0004-15-02 | OMCC Board | 7 MAY 2015 | |  | | **Item:** Disclosure to community regarding resignation of OMCC president.  **Discussion:** Board voted on statement to notify residents. Issue subsequently tabled for future discussion  **Action/Recommendation:**  Discussion at April meeting. **Update:** Tabled to May meeting due to lengthy resident discussion and time limit in building. | |
| **NEW BUSINESS** | | | | | | | |
| 0001-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Swing broken in tot court  **Discussion:** Bucket replacement.  **Action/Recommendation:**  Sajid volunteered to research and arrange for repair. | |
| 0002-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Presentation of two requests for approval of siding and windows.  **Discussion:** Motion to approve.  **Action/Recommendation:**  Motion approved. Recommended resident ensure contracted firm has liability insurance. | |
| 0003-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Letter from resident read to board.  **Discussion:** None.  **Action/Recommendation:**  None. | |
| 0004-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Sod on corner. Follow-up from resident request submitted last year regarding beautification.  **Discussion:** Pavers should be similar in appearance to pavers on other corners.  **Action/Recommendation:**  Recommended updating bid on pavers and re-submitting to Board. Get estimate from Strictly Stumps for stump removal. | |
| 0005-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Spring and Fall Cleaning.  **Discussion:** Tuesday,April 22 is Earth Day. Solicit donations from residents for gloves, trash bags, flowers. Submit request for business donations?  **Action/Recommendation:**  Plan for Sunday, APR 26 from 3-5pm to take advantage of trash pickup beginning at 6pm. Victoria Huott volunteered to take for action. | |
| 0006-15-04 | Resident | 7 MAY 2015 | |  | | **Item:** Dog poop – dog poop stations  **Discussion:** Owners are not picking up after their dogs. Sanitation is an issue. What about using trashcans in neighborhood? No process in place to pick up dog poop from stations and poop attracts rodents (rats). Odor from stations could be problematic, too.  **Action/Recommendation:** Tabled until other ideas ready for presentation. | |
|  |  |  | |  | | **Item: ADJOURN -** Meeting adjourned at 2200*.* | |
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| PRESIDENT SIGNATURE / DATE | | |  | |  | |