**OLD MILL COMMUNITY HOA**

**7 MAY 15**

**White Oaks Elementary School Library**

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| **ATTENDANCE-**  Mary Parker - Interim President  Eileen Longstreet –Treasurer  Sajid Farooqi – Member at Large  Shelly Neely – Member at Large  Mike Roche – Member at Large  Maureen Thompson – Member at Large | | | | | | | |
| **Item** | **POC** | **Next Review** | | **Completion Target Date** | | **Outcome / Status** | |
|  |  |  | |  | | **Item: CALL TO ORDER *Time 7:34 pm*** | |
|  |  |  | |  | | **Item: ANNOUNCEMENTS**  April Meeting Minutes endorsed.  **Next meeting:** 4 JUN 2015 at 7:30 pm | |
| **COMMITTEE REPORTS** | | | | | | | |
|  | President | 4JUN15 | |  | | **Item:** President’s Report  **Discussion:** Nothing to report. | |
|  | OMCC Board | 4JUN15 | |  | | **Item:** Officer Report (Secretary)  **Discussion:**  Secretary and Vice-President position vacant; solicit from Member-At-Large or community announcement.  **Action/Recommendation:** Motion to appoint Mr Farooqi as Vice President. Motion passed unanimously.  **Action/Recommendation:** Motion to appoint Ms Ruffner as Secretary. Motion passed unanimously.  **Item:** Officer Report (Treasurer)  **Discussion: (1)** Financials are available online for the Board; Eileen Longstreet can explain how to access. (2) Snow removal costs exceeded budget by $500. (3) Will to go bank in order to be in compliance with VA regulations (referenced email from Andrew Stone). Our bylaws require 2 reserve accounts (differs from VA). (3) Will notify Board of Directors when bank transfers occur.  **Action/Recommendation:**  Treasurer will transfer funds to appropriate accounts. | |
|  | Architecture Committee | 4JUN15 | |  | | **Item:** Annual survey of property  **Discussion:** Maureen Thompson volunteered to chair Architecture Committee. Inspection assignments made. Use letter previously approved by lawyers for 201 homes. “No violations or listed violations.” Motion for approval for $50 for cover letter and postage.  **Action/Recommendation:** Motion approved with 1 no vote. Deadline for completion 25 May for mailing by 29 May.  **Item:** Two homes on Buffie Court need Architecture Review for release. **Action/Recommendation:** Architecture inspection complete; paperwork available for when disclosure packet is requested.  **Item:** Complaint regarding clearing of twigs and branches.  **Action/Recommendation:** No resolution; still working. | |
|  | Landscaping, Common Area Maintenance, and Snow Removal Committee | 4JUN15 | |  | | **Item:** Tree in common area of Cloverdale Ct with “unhealed wound” (hollow, completely dried out, but still alive).  **Discussion**: Fairfax County rules unclear on taking down living trees. **Action/Recommendation:** Motion to remove tree if recommended by Strictly Stumps with friendly amendment: Discretion of time for taking tree down (may combine with other activities to decrease costs). Motion passed.  **Item:** Cable Enforcement  **Discussion:** Many cables no longer buried.  **Action/Recommendation**: Contact cable companies.  **Item:** Tree in Buffie Ct.  **Discussion:**  **Action/Recommendation:** | |
|  | Parking Committee | 4JUN15 | |  | | **Item:** Dominion Towing  **Discussion:** Cherry Oak – Fire lane violation; Buffie Oak – Visitor parking space. No tows from visitor spaces. | |
|  | Social Committee | 4JUN15 | |  | | **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. | |
|  | Standing Rules Committee | 4JUN15 | |  | | **Item:** Posting on website for committee members and Chair  **Discussion:**  **Action/Recommendation:** Review website to ensure standing rules document is posted. Some rules were adopted and some were sent back to committee for review and are located in the president’s notebook. **Update:** None. Action tabled. | |
|  | Streets & Sidewalks Committee | 4JUN15 | |  | | **Item:** Potholes  **Discussion:** Good results have been obtained with using asphalt filler and resident labor. A total of 3 potholes were filled as a test. Board approved filling additional potholes.  **Action/Recommendation:** Must rebuild reserves to do paving. | |
|  | Trash Committee | 4JUN15 | |  | | **Item:** Compliance with community regulations.  **Discussion:** Same problems with residents putting trash out early and bins remaining out after pick-up. Code compliance with homes on Teakwood and Torrence.  **Action/Recommendation:** None. | |
|  | Website Committee | 4JUN15 | |  | | **Item:** No new business.  **Discussion:** None.  **Action/Recommendation: U**pload calendar widget for future meetings. | |
| **OLD BUSINESS** | | | | | | | |
| 0002-15-03 | OMCC Board | 4JUN15 | |  | | **Item:** OMCC HOA Board Training.  **Discussion:** Members agree this is a good idea; however, no date established.  **Action/Recommendation:** Discuss training at next meeting. Rees Broome offers regular free training for Board members. **Update:** Tabled. | |
| 0005-15-03 | OMCC Board | 4JUN15 | |  | | **Item:**  Legum-Norman contract  **Discussion:** Review of other HOA property management companies reveals same problems as Legum & Norman. Due to size of community, best option may be CPA with specialty in HOA management.  **Action/Recommendation:** Mike Roche has a CPA contact and will forward information. | |
| 0004-15-02 | OMCC Board | 4JUN15 | |  | | **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:**  Discussed in Executive Session. | |
| **NEW BUSINESS** | | | | | | | |
| 0001-15-04 | Resident | 7MAY15 | | Resolved. | | **Item:** Swing broken in tot court  **Discussion:** Bucket replacement.  **Action/Recommendation:**  Sajid Farooq volunteered to research and arrange for repair. | |
| 0002-15-04 | Resident | 7MAY15 | | Resolved. | | **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. | |
| 0004-15-04 | Resident | 4JUN15 | |  | | **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 | 4JUN15 | | Resolved | | **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:** 6 residents walked the community to pick up trash. | |
| 0006-15-04 | Resident | 4JUN15 | |  | | **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. | |
| 0001-15-05 | Resident | 4JUN15 | |  | | **Item:** Bridge over creek leading to school between fence posts on either side (entry from Buffie Ct)  **Discussion:** This may represent a capital improvement project. Forwarded to Streets & Sidewalks. | |
| 0002-15-05 | Resident | 4JUN15 | |  | | **Item:** Request to replace planks on bench at Teakwood/Buffie Ct  **Discussion**: Replacement of planks would bring bench into uniformity with benches throughout community.  **Action/Recommendation:** Motion passed. | |
| Executive Session | OMCC Board | 4JUN15 | |  | | **Item:** (1) Resident request for HOA late fee waiver. Vote: No waiver. (2) Resident request for deck approval. Vote: Request returned to resident for permits and more information. (3) Collections request to deny waiver and move forward with legal action. Vote: Concur with request. (4) Motion to forward matter to authorities for investigation: Vote passed 3/2. (5) Motion to request guidance from attorney: Vote passed 3/2. | |
|  |  |  | |  | | **Item: ADJOURN -** Meeting adjourned at 2200*.* | |
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| PRESIDENT SIGNATURE / DATE | | |  | |  | |