



GENERAL BOARD MEETING MINUTES AGENDA

December 3, 20105

Location: Terra Centre Elem. School, 6000 Burke Centre Pkwy., Burke VA

ATTENDANCE	POSITION	NAME	Term Ends
X	PRESIDENT	<i>Mr. Sajid Farooqi</i>	2019
X	VICE PRESIDNET	<i>Mrs. Celia Farver</i>	2017
x X	SECRETARY	<i>Mr. Salih Tirpanci</i>	2017
X	TREASURER	<i>Mr. Alvin Dalmida Jr.</i>	2017
	MEMBER-AT-LARGE/Trash	<i>Mrs. Eileen Longstreet</i>	2015
X	MEMBER-AT-LARGE/Parking	<i>Ms. Michelle Neely</i>	2016
X	MEMBER-AT-LARGE/ WEB MASTER	<i>Mr. Jovy Vidanes</i>	2016
X	<i>Home Owner(s) present</i>	Only 1	
	SOCIAL/CULTURAL & PUBLIC RELATIONS		
Quorum:	Yes. 6 of 7 Members		

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Old Mill Community Council, Inc. P.O. Box 114 Burke, Virginia 22009
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Minutes

1. The regular meeting of the Board of Directors (BOD) of the Old Mill Community Council was convened at 6:07PM December 3, 2015 at Terra Centre Elem. School, 6000 Burke Centre Pkwy., Burke Virginia.
2. **Chair Welcome remarks:** President welcomed members, made opening remarks, and set forth with the agenda as scheduled.
3. **Vice-President Report:** The Vice President expressed concerns regarding common area maintenance which was later discussed in landscaping and common area maintenance.
4. **Architecture Report:**
Discussion: The Committee Chair reported on the following key points for home inspections results in the month of November:
 - 6367 Buffie and 9508 Meadow Grove approved,
 - 9503 Meadow Grove need for future repairs due to deterioration, and
 - 6342 Teakwood pending inspection.Results: The BOD accepted the report and the inspections will be filed.
5. **Landscape/Common Area Maintenance/Snow Report:**
Discussion: The Committee Chair reported on a need to evaluate trees on the path to White Oaks Elementary School. Then, the BOD led discussions covering the following concerns:
 - Box Oak tree trimming results, leaves & debris, safety, and a need for more oversight on contractors.
 - Development of Statement of Work (SOW) for tree services.
 - Trees and shrub care ivo Cherry Oak & Meadow Grove.
 - Snow contact expiration and renewal with a Statement of work.
 - Posting notices on the website for reported homeowner(s) blowing leaves and leaving trash in the common areas.
 - BOD unanimously approved a motion for the Committee to develop SOW to obligate funds for competitive bidding prior to next meeting.Results: The BOD acknowledged all reports and concerns.
6. **Parking Management Report:**

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Discussion: Committee Chair reported on Dominion Towing and that OMCC need to have a letter on file allowing the vendor access to private property. In addition to this report, the following topics were discussed:

- Delinquencies, visitor parking, and homeowner's parking entitlements.
- A need for an addendum or statement of insurance liability statement from the towing company.
- The BOD unanimously approved a motion for the Committee to draft a letter for signature approval.

Results: Pending- letter approval will be signed and entered into the records.

7. Social Committee Report:

Discussion: The Committee Chair was not present. The following topic proposal was discussed:

- A book tree or Bird House for recycling reading books. This type of project is carried out by a large number of community groups.

Results: A motion was made to table the report and discussion. The BOD unanimously approved.

8. Standing Committee Report:

Discussion: The Committee Chair was not present.

Results: A motion was made to table the report the BOD unanimously approved.

9. Streets and Sidewalks Report:

Discussion: The Committee Chair reported on street lights and need for repairs in the following areas:

- Lights between Buffie and Teakwood,
- Light on pathway to Burke Town Plaza,
- Old Dominion power trouble ticket submission and open work order on safety issue, and solar lighting cost.
- BOD contracting a vendor or self-help to remedy the issues.

Results: A decision was made to seek professional services and directly address the failures with self-help.

10. Trash & Recycling Management Report:

Discussion: Discussion: The Committee Chair was not present.

Results: A motion was made to table the report. The BOD unanimously approved.

- Results: The BOD unanimously approved.

11. Website Management:

Discussion: The BOD discussed a need to appoint a Chair and Co-Chair and the following key decisions were discussed and the following actions were made:

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- Delayed payment booklets and mailing from Legum & Norman. Note it is the responsibility of the homeowner to make prompt payments regardless.
- Next scheduled meetings on January 7, 2017 at Terra Center and
- The February 4, 2016 monthly meeting at Rolling Road Police Station.
- Legum & Norman meeting scheduled for December 14, 2015.

15. Executive Session:

Discussion: The Chair entered the body into an Executive Session of the board of directors by statute to address issues involving privileged information, delinquent accounts, and legal matters of a private nature. Members not having a right previously exited the executive session.

- For the Good of the Order, the Board approved a waiver of \$43 in late fees due to late mailing of payment booklets to homeowner. 4 yeas, 1 nay, and 1 abstain.
- A second action was discussed and the BOD unanimously disapproved a homeowner's request to waive \$246 in delinquencies. The owners were previously notified of action over delinquencies and were afforded the opportunity to appear before the board.

There being no further business to conduct, the meeting adjourned at: 8:49 PM. The next regular meeting of the BOD will be held on January 7, 2016 at 7:00 PM at Terra Centre Elem. School, 6000 Burke Centre Pkwy., Burke VA.

Respectfully submitted,

Al Dalmida Jr.
Treasurer

Reviewed by: Ms. Michelle Neely & Mr. Jovy Vidanes

Approved: **January 7, 2015**

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