



GENERAL BOARD MEETING MINUTES

Thursday, April 7, 2016

Location: White Oaks Elementary School 6130 Shiplett Blvd. Burke, Virginia

ATTENDANCE	POSITION	NAME	Term Ends
X	PRESIDENT	Mr. Sajid Farooqi	2019
X	VICE PRESIDENT	Mrs. Celia Farver	2017
	SECRETARY	Vacant	
X	TREASURER	Mr. Alvin Dalmida Jr.	2017
	MEMBER-AT-LARGE/Trash	Mrs. Eileen Longstreet	2016
X	MEMBER-AT-LARGE/Parking	Ms. Michelle Neely	2016
X	MEMBER-AT-LARGE/Streets and Sidewalks	Mr. Salih Tirpanci	2016
X	MEMBER-AT-LARGE/ WEB MASTER	Mr. Jovy Vidanes	2016
X	Home Owner(s) present	2	
	SOCIAL/CULTURAL & PUBLIC RELATIONS		
Quorum:	Yes. 6 of 7 Members		

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Minutes

1. The regular meeting of the Board of Directors (BOD) of the Old Mill Community Council was convened at 7:00PM White Oaks Elementary School 6130 Shiplett Blvd. Burke, Virginia.
2. **Chair Welcome remarks:** President welcomed members, made opening remarks, and set forth with the agenda as scheduled. The President announced that Mrs. Eileen Longstreet resigned her Member-at-Large position from the board on April 7, 2016. Mrs. Longstreet was recognized for her long hard hours auditing the books including the operations of the other committees. Pursuant to a duly made and seconded motion, a majority of the Old Mill Community Council, Inc. Board of Directors voted in favor accepting her resignation. Furthermore, the Board of Directors of said Corporation accepts the resignation, as stated by the aforesaid in her email correspondence to the Board of Directors on April 7, 2016.
3. **Vice President:** The Vice President indicated there was nothing emergent to pass and welcomed the board.
4. **Secretary's Report: the Sec'y** reported that the February and March 2016 minutes were drafted and distributed to the Board of Directors but still needs approval. The President made a motion to approve the February Minutes, then, the board unanimously approved the motion. The Vice President made a motion to approve the March minutes; the Board deliberated, then, unanimously approved the minutes. OMCC received an advertising check which will be deposited into OMCC account for non-operational accounts. Funds received will be earmarked solely for community social events.

Actions: None. USPS complaint mail received.

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5. Treasurer's Report: Financial Statement Extracts as of April 7, 2016

Legum & Norman Financial Statement Extracts as of: April 7, 2016				
	Actual bal	Previous Balance	Current Balance	Variance
Wells Fargo checking	\$0.02	\$0.02	\$0.02	\$ -
Operating Funds: Union Bank	\$112,738.09	\$125,463.65	\$129,038.32	\$3,574.67
Reservces: Wells Fargo	\$115,037.43	\$114,218.88	\$110,236.62	(\$3,982.26)
Streets & Sidewalks:	\$65,962.38	\$61,877.58	\$62,695.72	\$818.14
Total:	\$293,737.92	\$301,560.13	\$301,970.68	\$410.55
Check Disbursements: 01MAR16-07APR16		(\$17,237.52)	(\$24,164.12)	(\$6,926.60)
Delinquent Accounts as of:		Previous	Current Balance	Variance
30-Day Delinquent Accounts	1	(\$36,201.15)	(\$562.40)	\$35,638.75
31-60-Day Delinquent Accounts	0	\$0.00	\$0.00	\$0.00
61-90-Day Delinquent Accounts	32	0	(\$7,344.68)	(\$7,344.68)
Over 90 Days Delinquent	15	(\$31,247.06)	(\$17,017.15)	\$14,229.91
Total:	48	(\$67,448.21)	(\$24,924.23)	\$42,523.98
Note1: Balance Sheet Report is dated 29 Feb, 2016 and does accurately reflect actual bank balance of April 6, 2016.				

Discussion: Treasurer reported on the Financial Statement Extracts as of April 7, 2016. There are 32 accounts that are 61 days overdue Jan. 16, 2016. There were some positive trends and improvements to 30-Day Delinquent Accounts and the Over 90 Day delinquencies. Balance Sheet Report is dated 29 Feb, 2016 and does accurately reflect actual bank balance of April 6, 2016. Balance shows a positive variance of \$401.55. Approximately \$24.1K in check disbursements were issued for various contractor services and utilities.

Action: The BOD accepted the Treasurer's report without any further comments.
Pending Action: Establish a Bank Account for the Social Committee. Advertising funds received are taxable, solely used for the committee and not meant for operational use.

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6. Architecture Report:

Discussion: The Chair discussed the pending inspections, pending posting on website, and reported on a roof replacement. The Chair stated a posting will be made on the website soliciting volunteers.

Pending Action: Committee will post solicitation for volunteers.

7. Landscape/Common Area Maintenance/Snow Report:

8. Discussion: The Chair thanked everyone for their patience and support. The Chair then discussed OMCC RFQ#20160328 Tree Removal ivo Location 6310 & 6312 Buffie Court Burke, Virginia. The Chair indicated the lowest bid received is a 50-70% savings when compared to the regular vendor. The Chair made a motion to accept a motion to remove (3) trees and prune (3) trees for \$2900 as a technically acceptable lowest bid. Pursuant to this motion and a seconded motion, a majority of the Old Mill Community Council, Inc. Board of Directors voted (4-2-0) in favor of accepting J.J. Tree service Inc.

The Chair discussed OMCC RFQ#20160329 Tree Removal ivo Location 9561 Cherry Oak court Burke, Virginia. The Chair indicated the lowest bid received is a \$450 savings when compared to the highest bidder. The Chair made a motion to accept a motion to remove (1) dead tree for \$2900 as a technically acceptable lowest bid. Pursuant to this motion and a seconded motion, a majority of the Old Mill Community Council, Inc. Board of Directors voted (4-2-0) in favor of accepting J.J. Tree Service, Inc.

The Chair discussed a pending homeowner's request and emergent safety needs for OMCC# 20160415 Playground Mulching. RFQ pending for release.

The Committee Chair intends to release a Request for Proposal (RFP) by May 16, 2016 for Snow Removal & Landscaping.

Chair indicated a cure notice has been sent for the speed hump on Torrence St. & Cherry Oak and it is scheduled to be repaired or replaced. Note: Premium Landscaping Services accidently damaged the speed hump during snow removal and is scheduling replacement with an estimated date of April 15, 2016.

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Pending Actions:

- a. Trees at Playground located behind 6364 Buffie Court
- b. Fence Repairs on walkway to White Oaks Elementary School
- c. Fence Repairs along Shopping Center
- d. Box Oak play Ground
- e. Box Oak Planter

9. **Parking Cmte.** – Chair inquired to the board how long a U-Haul should be parked in the community and should they formerly submit a request to keep it parked. It was determined 48-hours but the vehicle was subsequently moved. No other major issues or pending issues were discussed.
10. **Social Cmte.** – Chair discussed the establishment of a Face Book account. Our community web site at: [http:// www.oldmillcommunity.com](http://www.oldmillcommunity.com) and Face Book <https://www.facebook.com/OldMillCommunity/> . The Chair is scheduling an Earth Day event to be held on April 23, 2016 at 9:00am until 12:00pm and volunteers are welcome. Premium Lawn Services plans on donating water and trash bags. In addition, Coal Fire Restaurant plans on sponsoring Pizza, Salad, and Soft Drinks for all in attendance. The Committee Chair discussed the receipt of advertising funds for social events and a need for an updated e-mail list for the community.

Pending Action: 2016 Earth Day Event!

11. **Streets and Sidewalks Cmte.** –Chair discussed missing street signs throughout the community, pot holes, and landscaping issues on Box Oak. Specifically, a rotted planter box which need to be removed or replaced. The President and the Committee Chair discussed street lights and pending repairs and billing.

Pending Action: Street & Playground Light repairs.

12. **Standing Rules Comte.** -- This discussion was tabled and there was no Report. As per the resolution above, this position is now vacant.
13. **Trash Cmte.** – This discussion was tabled and there was no Report. As per the resolution above, this position is now vacant.

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14. Website Cmte. Chair is working on addressing homeowner concerns regarding the monthly meeting minutes, rolling advertising banners. Establishing a twitter account, and management oversight of the Face Book account.

Pending Action: Posting Meeting Minutes and Advertising Banners.

15. Executive Session:

Discussion: At approximately 8:10pm, 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. the executive session closed at approximately 8:35pm.

16. Old Business: The BOD reconvened and pursuant to the results of the executive session a seconded motion, a majority of the BOD unanimously voted not to waive \$568.10 from a delinquent account and agreed to pursue collections of approximately \$19K. The BOD then presented and tabled discussion regarding the effort to identify a new management company. Additional discussions included playground lights behind Buffie & Teakwood Courts and the need for electrical inspections and repairs.

17. New business: The BOD discussed the need for willing volunteers to fill the seats of Secretary, Garbage & Recycling, & Standing Rules Committee.

18. Meeting Adjourned: There being no further business to conduct, the meeting adjourned at 8:40pm.

19. The next regular meeting of the BOD will be held on Thursday May, 5 2016 at 7 p.m. at the White Oaks Elementary School, 6130 Shiplett Blvd, Burke, VA 22015.

Respectfully submitted,

OMCC Treasurer

Drafted by: OMCC Treasurer

Edited by: OMCC Treasurer

Reviewed by: President & Member-At-Large

Approved: 201605005

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