

SIGNAL HILL HOMEOWNERS ASSOCIATION
P.O. BOX 2457, SPRINGFIELD, VIRGINIA 22152
MINUTES OF SHHA BOARD OF DIRECTORS' MEETING

The September 2003 SHHA Board Meeting was held on Oct. 6 at Sharon Bulova's Office.

BOARD MEMBERS & COMMITTEE CHAIRS

Miriam Longo	-	President	Linda Wirth	-	Secretary
Karen Orsini	-	At-Large	Tom Kehoe	-	Webmaster
Ed Rahme	-	Vice-President	David Black	-	Treasurer
Pat Hamel	-	ACC	Glen Woods	-	Grounds
Gene Ackermann	-	BRD Representative			

SEPT. 2003 BOARD MEETING

I. CALL TO ORDER OF BOARD MEETING - At 7:05 Miriam called the Board Meeting to order

II. APPROVAL OF MINUTES – The August minutes were unanimously approved.

III. TREASURER'S REPORT

- A. Audit report - David distributed copies of the Financial Statement and the Independent Audit Report. David has studied the report and says it concludes that SHHA finances are OK. The Board read a letter that accompanied the report with 17 statements about SHHA/Board activities. The Board then discussed several statements which were not clear or erroneous. # 3 (No minutes of the 2002 Board meetings) - Incorrect as the Secretary provided them when requested. She will make additional copies for the auditors. #11 (Pending legislation, threaten claims, etc) - It was unclear to the Board if this referred to actions against SHHA or by SHHA. #14 (No study conducted to determine future major repairs and replacements.) - Karen felt that this applied to common property like a swimming pool, club house, etc. SHHA doesn't have such property, only the entrance signs. David will meet with Douglas Corey, the auditor, and discuss these points.
- B. 2004 Proposed budget – David passed out copies of the proposed 2004 budget. The dues will be raised to \$70. \$3 raise from last year. The Board discussed the proposed budget and how much SHHA needs to keep in reserve. The budget will be gone over at the Executive Meeting so it can go out with the letter about the annual meeting.
- C. Bill for cell phone – This service was cancelled in February 2002. Miriam will check with Jeff Turner about this.

IV. COMMITTEE REPORTS

A. ACC – Pat Hamel reported on 3 requests approved since the last meeting and 3 new requests.

1. Approved: Shed for Melencia Vy at 5623 Signal Point Ct, 1st floor addition for Eugenio and Janine Draschner at 9009 Lake Braddock Dr, Color change to front door for Sarah Oglesby at 8910 Lake Braddock Dr.

2. New requests:

(1) New fence for Col. James McCarl Jr at 9115 Lyon Part Ct. Pat showed the Board a picture of the proposed fence and a diagram. The fence is 42" high. Since it met all requirements, the Board unanimously approved it.

(2) Shed for Jen Huanq at 5626 Point Roundtop Ct. Pat showed a diagram of the yard and a picture of the shed which is a standard type sold by Home Depot. It is 10 X 14'. However Pat did not know if it was 8 ½' from peak to grade. So the shed was conditionally approved. Pat will check and make sure it is not taller than 8 ½'.

(3) Casement windows for Perry Matoga at 5258 Signal Hill Dr. They are Safari Brown and Pat showed a color sample to the Board as well as a picture of the new windows. Since they will look the same as the old windows the request was unanimously approved.

3. Time frame in letters of approval. This was discussed at a previous meeting but no decision reached. It will be discussed again at a future meeting.

4. Fall inspection – Needs to be scheduled.

B. Grounds – Glen Woods

Miriam complimented Glen for doing an outstanding job as Chairman of the Ground Committee.

1. Fixing dip in macadam path. - Miriam read correspondence between Mr. Berry, a resident of South Port and Sharon Bulova concerning repairs to a dip in the macadam path between SHHA and South Port. Sharon Bulova stated that repair of this path is a community responsibility. Glen will check on it.

2. Tree trimming at 5606 Meridian Hill Pl - Crew left large pile on homeowners land. Although SHHA policy is to leave trimmings these were left on a homeowner's land, not in the Common Area. Glen is taking care of this.

3. Storm damage –Frank is taking care of this in a very timely fashion. Glen suggested an end-of-the-year bonus for Frank as he has been extremely responsive and several homeowners have commented on it.

4. Barbara Burroughs – Miriam gave Glen a copy of her email from Barbara Burroughs.

V. OLD BUSINESS

A. Responsibility for fences along Rolling Road – These fences were built by the County in 1989. At that time all the homeowners with these fences signed letters accepting all responsibility for upkeep of the fences. These letters are kept at Sharon Bulova's office and Miriam has copies. The only homeowner who did not sign was Ron Hayes because the previous owner, Mr. Coward, had already built his own fence. So any damage to these fences must be repaired by the homeowner, SHHA has no responsibility for them. Also, Greg Harney, our attorney advised us that these fences are the responsibility of the homeowners, not SHHA.

B. Fences between Wood Edge and Wood Hurst – Property owners at Wood Hurst want the Board to force SHHA homeowners to repair fences between the two communities. Fences are behind SHHA homes and cannot be seen from the street. The Board decided that Wood Hurst homeowners needed to solve this themselves.

C. Braddock Road District – Gene gave his report on Fairfax County's Solid Waste Management Plan and passed out some County literature on this subject. He also had a questionnaire from Sharon Bulova's office which he will fill out and send in. The fee for SHHA's membership in the District Council is due. It should be sent to Ivan Dietrich at the Braddock Supervisor's Office.

D. Virtual Garage Sale – Tom Kehoe spent 10 hours setting up the Virtual Garage Sale on SHHA's webpage. Linda will test it out on Monday, October 13. Linda will write an article about it for the newsletter.

E. Law Firms – Miriam passed out responses from the law firms. Board Members will need to evaluate them so the Board can decide at the Executive meeting on a firm to represent SHHA. This meeting will be on Oct. 20th at Miriam's home. The Board members should present the letters and the ones from May and decide on which law firm they want. Tom Kehoe gave an extremely effective presentation on how to evaluate responses to a RFP.

VII. NEW BUSINESS

A. Responses to survey of county trash service – 55 responses; 49 positive, 1 neutral, and 6 dissatisfied because of pipe stem problems or once a week pickup. Ed will write an article for the newsletter.

B. Date for annual meeting – Monday, Dec. 8th.

C. Fall newsletter & proxy letter – Articles to Tom by Oct. 15. Miriam will write the letter to go with the proxy. Increases in legal fees, management fees, insurance, postage & mailing, and grounds are justification for increase in dues. Linda will email Miriam a copy of previous proxy letter. Proxy letter should have a SASE to satisfy legal requirements and to encourage homeowner response.

D. Virtual yard sale – Linda will write an article for the newsletter.

E. New Board members – It was decided that the Board can have more than 5 Board Members.

F. Association voice mail – David will eliminate Linda and himself and set up a code for Karen and Glen. He will also try and get a time and date stamp on all messages.

The meeting was adjourned at 9: 23. The next meeting will be Oct. 24 at 7:00 in the meeting room in Sharon Bulova's office in King's Park Library.