

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

The October 2003 SHHA Board Meeting was held on Oct. 24 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

OCTOBER 2003 BOARD MEETING

Before beginning the meeting Miriam asked Eugene Sydnor of 5624 Point Roundtop if he had any questions for the Board. Mr. Sydnor had a problem with a parking pad that was installed by his neighbor while he was not in residence. The pad is 14X21 and 2 ½ ft. from the property line. Unfortunately the house was sold with the pad and the current owner has a release dating from 1992. There was a general discussion of the history of SHHA Board's and their level of activity and monitoring. Unfortunately there is nothing the current Board can do to help Mr. Sydnor but he was advised to call the Zoning Board of Fairfax County

I. CALL TO ORDER OF BOARD MEETING - At 7:25 Miriam called the Board Meeting to order

II. APPROVAL OF MINUTES – The September minutes had been approved electronically.

III. COMMITTEE REPORTS

A. ACC – Pat Hamel reported on 5 requests, the Fall Inspection and other topics.

1. Francisco & Narda Rodriques, 9123 Home Guard – Remove old deck & replace with a new deck and a 16X18' enclosure. Pat showed pictures and plans. It was unanimously approved on condition that the shingles of the addition match the shingles on the house.

2. Linda E. Lewis & Kathryal Iacone, 9008 Home Guard – In ground swimming pool at back of house. Pat showed a diagram of where the pool would be placed. It will have a 6' privacy fence. Unanimously approved.

3. Barbara Schweitzer, 9013 Lake Braddock – 10 X 20 addition to kitchen at back of house and replace deck. Pat showed architect's drawing. Siding and trim to match that on house. Unanimously approved.

4. Nancy Buck, 5622 Point Roundtop Ct – New 1 ½ car garage. Pat showed pictures of house and drawing of proposed garage. Siding and shingles will match house, garage door white to match house door. Unanimously approved.

5. Eugenio & Janine Draschner, 9009 Lake Braddock – Addition to back of house. Pat showed picture and architect's drawing. Unanimously approved

6. Fall inspection – Fall inspection showed fewer violations, 44 houses cited and 32 of those were for trash can violations. Other violations were: dirty house, yard debris, storage, driveways at 5600 Mt. Burnside (Mr. Ikejiri owner) and one at 9021 Lake Braddock (Kwak is homeowner) needing repair, and boat in driveway. 9003 Grover's Corners has had a dumpster for too long; Pat asked Tom to send a letter.

7. Portable basketball hoops – Karen raised the topic of the danger of basketball hoops. The policy is to call the police. Mr. Jung at 5615 Mt. Burnside has an old pole.

8. Deadline for repairs in letters granting Board approval. The Board unanimously approved a 6 month limit on any construction/repairs. Homeowners can request an extension. Pat will tell Tom to add to every approval letter.

B. Grounds – Glen

1. Glen has written an article for the newsletter.

2. Dip in walk – Not on SHHA commons. Glen will write a letter to the President of South Port stating that if he will send SHHA a proposal for fixing the dip SHHA will consider contributing to the cost, based on the amount needed.

3. Burroughs's house on Meridian Hill – J & L will clean up debris for \$350. Unanimously approved.

4. Commons – Glen and Frank walked the Commons. Frank will take care of 3 downed trees blocking paths.

5. 9024 Ft Craig – Homeowner has cut down 3 trees in the Commons that borders his yard. Need to verify that the trees were on the Commons and have the management company look into to this situation and get lawyer's opinion.

6. Drainage pipe by railroad tracks – Stopped up; Frank will clean out.

7. Light at Oaks corner – On a waiting list for the County.

8. Mr. Sheffield has fenced off part of the Commons that border his yard.

9. Rolling Road – The Board authorized Glen to have Frank clean up the huge branches and debris in the SHHA

area of Rolling Road.

10. Invite Frank to the next meeting so he can receive his bonus in person.

C. Security – Vince will send Tom Kehoe an article to post on the web-site.

D. Webmaster – Tom would like real sale articles posted to the Virtual Garage.

IV. TREASURER'S REPORT

A. Assessments – As of Sept. 30, 2003 97% of current year assessments paid and only 1% of lots unpaid for multiple years.

B. Money Market account - The Board discussed moving money from the checking account to the money market.

C. Budget – David passed out copies of the 2003 budget. 72% has been spent when the year is 75% over. Only over budget in 2 categories, Grounds and Printing & Postage. Grounds had heavier than usual expenses because of the hurricane and other storms and bad weather but general expenses much lower than projected.

D. Bill for website – Tom needs to send in a bill for the website.

E. Bonuses – The Board unanimously voted to give Frank a bonus of \$500 for his outstanding work in the area of grounds. Several homeowners have remarked on how quickly he responds to emergency tree removal. He is extremely reliable and the Board wishes to express SHHA's gratitude for all his fine work. Miriam will write a letter and present it to him with a certificate at the next meeting.

The Board also wishes to recognize and reward all the extra volunteer work done by Tom Kehoe as SHHA's webmaster. He has devoted many extra hours to our website and without his work SHHA's website would never have existed. The Board will present Tom with a check for \$250 at the next Board meeting.

V. JEFFREY CHARLES MANAGEMENT COMPANY REPORT – This was discussed earlier.

VI. OLD BUSINESS

A. Virtual garage sale – Tom reported that the test worked and now he needs real sale items to be advertised there.

B. New proposal from TroutmanSanders LLP distributed to the Board and discussed. The Board unanimously voted to select the firm of Chadwick Washington.

C. Annual meeting letter – Done

D. Refreshments at annual meeting. Linda was authorized to cater the meeting.

E. Newsletter - 12 page newsletter ready to go to press. A potential article for every newsletter would be a list of approvals.

F. Fences and rental property – At the Executive Board meeting the following decisions were officially voted on;

1. The Board will not contact the owners of fences bordering Rolling Road because the Board cannot remind all homeowners of all duties.

2. The Board decided not to give any permission to WoodHirst Association to remove fences behind Wood Edge properties. It they proceed to remove these fences they do so at their own risk.

3. Request of a homeowner to allow a tenet to care for seniors in his home was denied. This would turn the home into a commercial property and is against the Covenants.

G. Investigation of management companies – Karen distributed a letter that she proposed to send to 2 companies. Board members have one week to send comments to Karen.

VII. NEW BUSINESS

A. Electronic storage of Association archives – SHHA has never had a system for storing SHHA documents. Linda said that some of the minutes are on 5" floppies and cannot be read today. Also, some minutes may be lost because they were stored on an old computer that was discarded. The Board will ask Tom to help us find a company that can assist SHHA in this manner.

The meeting was adjourned at 9:30. The next meeting will be Nov. 24 at 7:00 in the meeting room in Sharon Bulova's office in King's Park Library. Miriam will ask Frank to come to this meeting. The annual meeting will be Dec. 8 at 7:30 PM.