

**SIGNAL HILL HOMEOWNERS ASSOCIATION
P.O. BOX 2457, SPRINGFIELD, VIRGINIA 22152**

**MINUTES OF SHHA 2005 ANNUAL MEETING
*FINAL DRAFT***

BOARD MEMBERS & COMMITTEE CHAIRS: Miriam Longo - President , Ed Rahme - VP , Linda Wirth - Secretary , Pat Hamel - At-Large, Vince Cannova Security, Anita Amini - HGA , Glen Woods - Grounds , Tom Kehoe - Webmaster , Gene Ackerman - Braddock District Rep

I. CALL TO ORDER – Miriam called the meeting to order at 7:15.

II. INTRODUCTION OF BOARD MEMBERS – Miriam introduced herself and the Board and Committee Chairs

III. QUORUM – With homeowners in attendance and 124 proxies, a quorum was established.

IV. APPROVAL OF 2004 ANNUAL MEETING MINUTES – Copies of the 2003 Annual Meeting minutes were available for homeowners at the sign in table. The minutes were corrected and approved.

V. PRESIDENT’S REPORT

A. Achievements of 2005

1. Community Parking District – The most important accomplishment of 2005 was establishing a CPD. A large majority of homeowners voted for it. Signs every 200 feet bother some homeowners.

2. Chadwick, Washington, Otters, Moriarty & Lynn – SHHA is using our legal firm more and more as they help enforce the Covenants. They have taken one homeowner to court. . The law firm has also proved good legal advice and good support.

3. Violations Decline – This is an ongoing problem but the number of violations continue to decline; only 3 bad problems in 2005. Miriam explained the inspection process and Hearings to the homeowners.

4. Newsletter - Newsletter was issued quarterly in 2005. Tom Kehoe is editor by default. Miriam asked homeowners for articles. They should be sent to Tom and the Board has final say over publication.

5. Directory – The 2005 Directory has lots of extras; Restrictive Covenants, phone numbers to call, etc.

6. FAQs – Frequently Asked Questions with their answers are on the SHHA website.

B. Goals and objectives for 2006 – Some continue on from last year

1. Civic and social activities – Volunteer needed to organize people who volunteered to help with this at 2004 Annual Meeting.

2. Electronic record-keeping of SHHA data – Many records and minutes from the past are missing so SHHA has established an electronic archive. Minutes of the Board meeting and Annual meetings are posted on SHHA's web site.

3. Recruitment of Board & Committee members – This is an ongoing problem. Most important need is for ACC Chairperson. The Board would like to have a member on this Committee from each community.

4. Task Force – Develop a Task Force to identify and find solutions to community issues.

5. Street lights – Street lights with colonial style have appeared on Lake Braddock. A homeowner said they had been requested when Jerry Holland was on the Board and Fairfax County must have finally found the money for them. A general discussion took place and Ed asked homeowners to comment on this subject via the website. Miriam asked homeowners to comment on any concern they have.

VI. TREASURER'S REPORT – Ed reported for David

A. Budget Report – For the last four years expenses have exceeded income. However the overage has only been \$3,300.00 which is insignificant in terms of the overall budget. The overage is due to weather related problems that are impossible to predict. The money in the Reserve fund has been able to cover these expenses. The goal for the Reserve is to have 100-150% of one year's dues, roughly \$30,000-52,000. Reserves now are in the mid \$40,000s so SHHA is within our goal for Reserves.

B. Dues – There is a gradual rise in dues to keep up with the gradual rise in the cost of living. Dues for 2006 were raised \$3.00 to \$75.

C. Discussion – There was a general discussion of the budget figures which led to other comments by homeowners. It was suggested that the newsletter be emailed. Tom said this is possible. Some homeowners thought the newsletter was too long and had too much filler. SHHA's answering machine was explained. Because of a mistake by JCMC the cost of the CPD came out of the printing budget.

D. Assessments – No multi-year unpaid assessments.

E. Audit – An audit is required in the By-laws. SHHA’s 2005 audit is complete and approved. Miriam provided a copy.

F. Approval – The Treasurer’s report was approved.

VII Property Management Report

A. Change in Company – For some time JCMC has only done a good job when SHHA was assigned a good property manager. The last excellent property manager, Anita Amini, left a few months ago. On Nov. 1 Jeffery Charles mailed a letter to Miriam, SHHA’s president, transferring the management of SHHA to a new company set up by a friend of his. Miriam received the letter on Nov. 3 and immediately consulted our attorney. His legal opinion was that nothing in SHHA’s contract prevented Jeffrey Charles from assigning SHHA to another company. But SHHA is still pursuing this legally. Instead of accepting a contract with a completely unknown company the SHHA Board has signed a contract with HGA, a management company run by Anita Amini and two other experienced property managers. Anita Amini has proved herself through working with SHHA with JCMC. Also she understands our Association.

There was a question about what a management company does for SHHA. The answer is Financials, Assessment Collection, Covenant Violations, Distribute HOAs, Take in all ACC requests and pass on to ACC Chairperson, Maintenance, and Home Inspections twice a year.

Anita addressed the homeowners and said she would be sending all homeowners a letter with all her contact information. Anita’s contract has her as SHHA’s exclusive agent. It is a 14 month contract with a 30 day notice clause.

VIII. COMMITTEE REPORTS

A. ACC – Needs a Chairperson and members.

B. SAFETY & SECURITY – Vince Canova reported no change since last year. Still need volunteers and a scheduler for Neighborhood Watch.

C. TRAFFIC CALMING - Betty Morgan. There have been complaints about speeding on Parliament. Betty explained the process for getting stop signs installed. Homeowners voted 24 to 2 in favor of surveying the entire SHHA community about a stop sign on Parliament. **DECISION VOTED ON.**

D. Grounds – Glen Woods reported that Grounds takes care of three things; mowing, trees in the Commons, and the maintenance of the entrances. He said, The Outdoor Man, the company that cares for SHHA’s grounds does an outstanding job, is responsive, and has fair prices

E. WEB SITE & Newsletter – Tom Kehoe Responding to earlier comments from homeowners Tom said the newsletters would be shorter and asked for articles from homeowners. He explained the Feedback form on the website as an active way to communicate with the Board. He is open to suggestions for the website. Neighborhood Watch would be a good one. Two additions to the website this year are the History of Burke and FAQs. Tom mentioned that the form for ACC is on the web-site. A homeowner said that EWOM needs current recommendations. There was a question about emailing the newsletter. There will be an article in the next newsletter asking homeowners if they want to newsletters electronically.

F. WELCOMING – Pete Seigman has been helping Ruth Ungleider.

G. BRADDOCK DISTRICT REPRESENTATIVE - Gene Ackermann gave a short history and purposes of the Braddock District Council. It is now changing directions from speakers at meetings to having member communities involved in solving their problems.

IX. ELECTION OF NEW OFFICERS – Pat Hamel, At-Large member, has resigned from the Board because she is moving in the spring. Miriam LONGO is stepping down as President but will stay on the Board as At-Large member for one year to help the transition. An election was held with three people running for two vacancies. In a secret ballot the largest number of votes were for Pete Seigman and Jim Hertzell. Although SHHA documents state that the Board may elect other officers this situation is allowed only when the Board determines they are needed or for special assignments. Such a situation occurred this year when Miriam Longo resigned as President before the Annual Meeting. Since her resignation coincided with the hiring of a new management company and the addition of two new Board members, the Board decided, prior to the Annual Meeting, to create an additional At-Large position so she could stay on the Board one year and help with the transition. Linda Wirth will serve one more year as Secretary.

X. OLD BUSINESS

A. Sidewalk obstructions – Issued raised at last annual meeting; everyone contacted about a problem took care of it.

B. Cul-de-sac parking – SHHA has no authority over parking in cul-de-sacs and it will always be a problem.

C. School bus parked on SHHA streets – If a homeowner complains to the Board one of the members will call the school.

XI. NEW BUSINESS

A. Condition of trees throughout the Association area – Trees lining the streets are homeowners' responsibility and need to be taken care of. Covenants give the

Board say over landscaping so Board could decide on what tree you'd need to replace a dying one. Obstructing a stop sign is illegal. Ed and Miriam will investigate this.

B. Neighborhood Watch – Vince explained the Neighborhood Watch requirements and asked for a show of hands of people interested. 6 people raised their hands. Betty Morgan said she will mention it at her progressive dinner.

XII. COMMENTS & QUESTIONS OF HOMEOWNERS – One homeowner requested a call instead of letter as the first response to violations. He suggested the tone of the first letter be nicer.

XIII. ADJOURNMENT - Meeting was adjourned at 9:00 P.M.