

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

**MINUTES OF SHHA BOARD OF DIRECTORS' MEETING  
*DRAFT***

The Jan. 2006 SHHA Board Meeting was held on January 25 at Sharon Bulova's Office.

**BOARD MEMBERS & COMMITTEE CHAIRS:** Ed Rahme - President, Jim Hartzel - Treasurer, Miriam Longo - At Large, Linda Wirth - Secretary, Tom Kehoe - Webmaster, Pete Seigman - Vice President, Gene Ackermann - BD Representative, Glen Woods - Grounds, Mark Bickoff - ACC Member

**JANUARY 2006 BOARD MEETING**

**I. CALL TO ORDER OF BOARD MEETING** – Ed called the Board Meeting to order at 7:00.

**II. APPROVAL OF MINUTES** – Tom told Linda that the Annual Meeting minutes she sent him are not the correct ones and some of the revisions done electronically by Board Members are missing.

**III. TREASURER'S REPORT AND AUDIT** – The Board looked over the report from HGA. In 2005 SHHA was \$3,364.56 over budget. This was covered by the Reserves. SHHA's budgets are always estimates and it is policy to keep a reserve of 100-150% to cover such possibilities. After the adjustment for 2005 the Reserve is still at the top end of the target range. Ed pointed out that the last variance column is not in line with the actual; Jim will check with Anita about it.

**IV. COMMITTEE REPORTS**

**A. Grounds** – Glen had no new activity to report. Miriam passed along thanks from Frank for his Christmas present.

**B. Webmaster** – Ed told Tom that the Board does not agree with the negative opinions expressed by two homeowners at the annual meeting. The Board thinks he is doing a wonderful job with the newsletter and appreciates all his hard work. Tom discussed the cost of the newsletters. For the next newsletter Tom needs; a summary of the annual meeting, article on cell phones & emergency service called ICE, article from new Board Members, President's letter, article from Anita, article from ACC (Miriam suggested a positive emphasis on what makes a attractive community; she will work with Jim on this. Also, mention should be made of holiday decorations.), and an article on refurbishing old computers. The due date for articles is Feb. 5<sup>th</sup>. Advertising in the newsletter was discussed. Historically the Board has been against advertising. SHHA doesn't need the money and setting up guidelines would take considerable time and effort. The Board voted against advertising with 4 votes for and one abstention. Sending out

the newsletter electronically was discussed. Linda said that at the annual meeting it was decided to write an article in the next newsletter informing homeowners they could receive the newsletter by email. Tom mentioned that the website needs to be updated.

**C. BD Rep** – Gene Ackerman reported on the Jan. meeting. The speaker was Gary Much who is in charge of snowplowing. Because of budget cuts subdivisions are not plowed for snows under two inches. 90% of snowplowing is done by subcontractors. Sharon Bulova discussed mixed use of large existing parking lots for VRE & metro riders. Sharon Bulova's Winter Town Meeting will be Feb. 8 at 2PM at Little River Glen and will discuss elder issues. The May 31<sup>st</sup> meeting will deal with animal issues.

**D. ACC** – Miriam distributed an outline of the procedure to the new Board Members and ACC members. Jim mentioned that closure needs to be added to the procedure. Miriam reported on homeowner requests.

1. Request from a homeowner on General Banks Ct. for an addition to the back of the house. This is Gary Plaag's area.
2. Hatch at 5486 Signal House Ct requested changing from a single door to a double door. Other homeowners have already done this. The Board looked at the picture of the proposed door and the paint color provided by the homeowner and unanimously approved it.
3. Miriam has a list of homeowners who have already been approved.
4. The approval letter was discussed. It gives the homeowner 6 months to complete the approved work. Ed suggested an interim letter be sent to the homeowner if it looks as though the Board can't send an approval letter within 60 days.
5. Jim and the other ACC members will meet and decide on a Chair. They will also give Tom the information to update the ACC section of the website.
6. Bill & Jean Wydo - The misunderstanding concerning their construction trailer was discussed. Ed mentioned that homeowners should mention having a construction trailer when requesting approval. Mr. Wydo suggested that be in the ACC article. He also suggested a phone call before a letter but logistics make this extremely hard to do.

**E. Welcoming** – Ruth Ungeleider cannot continue as Chair so a new volunteer for this position is needed. An article in the newsletter asking for a volunteer from each subdivision was suggested.

**F. Traffic Calming** – Betty Morgan has the paperwork for the Parliament project.

## **V. HGA PROPERTY MANAGEMENT REPORT**

**A. Repaving of driveway** – Jeffrey Charles is denying all responsibility. Miriam gave all the documentary evidence to Ed. There is a clause in SHHA's contract with JCMC holding them responsible for negligence. This issue may go to court; we need to get legal advice

**B. Approvals** - The expiring of approval letters was discussed.

**C. Management reports** can be shredded.

**D. Inspection** - Miriam recommends one very soon. Miriam and Anita will do it and send the Board members and ACC members a list of properties that need to be looked at.

**VI OLD BUSINESS** – All issues ready covered in earlier discussions.

## **VII NEW BUSINESS**

**A. Telephone system** – Jim will check into this and update the voice mail.

**VIII OPEN FORUM FOR HOMEOWNERS** - None.

**IX MEETING DATES** – Most meetings are the last Wednesday of the month. All will be held in Sharon Bulova's office in King's Park Library.

22 February

29 March

26 April

24 May

28 June

Meeting was adjourned at 9:15.

