

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

November 2007 BOARD MEETING

The November 2007 SHHA Board Meeting was held on November 28 at Sharon Bulova's Office.

BOARD MEMBERS & COMMITTEE CHAIRS

Pete Seigman - President	Marc Bickoff - ACC Chair
Ed Rahme - Treasurer	Linda Wirth - Secretary
Glen Woods - Vice President	Gene Ackermann - BDCR
Tom Kehoe - Webmaster	Anita Amini - HGA

I. CALL TO ORDER OF BOARD MEETING – Pete called the Meeting to order at 7:33.

II. APPROVAL OF MINUTES – After the October minutes had been corrected, approved electronically, and posted a homeowner requested that confusion about the time of the October meeting be included in the minutes. Such a revision was made, approved electronically, and sent to the Webmaster for posting.

III. OPEN FORUM FOR HOMEOWNERS

A. Complaints

1. Trash cans - A homeowner has noticed that others put out trash cans too soon. Pete replied that the homeowner should contact SHHA's property manager mentioning any specific houses that are chronic in doing this.

B. Leaves – A homeowner reported that people along Home Guard are sweeping leaves into the Commons behind their homes. Linda referenced an article in "Fine gardening" that said leaving leaves lying in heaps was not mulching and was bad for the soil. An article about this practice will be in the next newsletter. Another problem is sweeping leaves into storm sewers. There should be another article in the next

newsletter about why this practice causes problems. Two homeowners mentioned the Chesapeake Bay Foundation and county ordinances as sources of information on the bad consequences of this practice.

C. Sandra Greene – Pete mentioned that Sandra Greene had spoken to the Board at the October meeting concerning traffic problems. Sandra died last week and the meeting observed a moment of silence in her memory.

IV. HGA PROPERTY MANAGEMENT REPORT – Anita reported on two problems.

A. Trash Cans - She has been receiving calls about trash cans left out.

B. Parking – A bad parking situation exists at the West end of Blue Jug Landing. The parked cars create such congestion that an ambulance was impeded as it attempted to answer an emergency call. There should be article about this in the next newsletter.

V. TREASURER'S REPORT – Ed Rahme

1. Budget – SHHA is 83% through the fiscal year and 82.2% of the budget has been spent. We are on track. Ed will have a budget with the figures through November 30 at the annual meeting.

2. Delinquencies – 20 delinquencies for 2007. Fees will be added to their assessments for 2008. 4 properties, less than 1% are behind for 2 years. Ed explained the process for dealing with delinquencies. He also explained why it does not make sense economically to place liens on properties that are 2 years delinquent. Since no home can be sold with dues outstanding SHHA does collect the dues eventually. Ray suggested listing the addresses of the delinquent homeowners in the minutes.

3. Status of vote on dues increase – The Board did not have sufficient proxies or homeowners present at the October meeting to take a valid vote on raising the dues. For the November meeting 148 were needed and 169 proxies have been received. Before voting Ed opened the meeting for discussion and passed out copies of the Income and Expense Statement for 2006 and 2007 along with a proposed budget for

2008. The actuals for the 2007 budget have been updated to reflect figures as of Oct. 31 while the figures in the budget included in the meeting letter reflected figures as of Sept. 30. At the Annual Meeting the figures will be updated through Nov. 30. The proposed budget was based on the raise of dues to \$100.00.

4. Discussion of dues increase – Ray Antosh read Article V, Section 6 of the By-laws verbatim. It states "Such notice shall specify the place, day, and hour of the meeting and set forth the purpose of the meeting." The letters sent to the members had the date but not the time or place. Ray requested feedback on this. Linda stated her position. She believes the Board is doing the best it can to carry out its primary mission which is to safeguard the property values of the owners by making sure all the homes, yards, and commons of SHHA are well maintained and that the overall appearance of the SHHA community is kept up. Ed pointed out that the letter sent in August did contain the place, date and time along with the purpose of the meeting. The letter Ray referenced was the one sent in October that announced the Annual Meeting that mentioned, but was not the official notification of, the planned meetings regarding budgets in October and November. Ed stated that he drafted the recent letters he sent out and reviewed our governing documents for compliance. Ray also brought up the fact that two of the three signs for the October meeting had the wrong time. Ed said it was a mistake. The regular meeting time for Board meetings is 7:30. The October meeting time was changed to 7:00 and some of the people who put up the signs forgot this. Ms Allin also criticized the Board for this mistake. Although Pete allowed people who came to the meeting at 7:30 to take part in the Forum she said that these people missed the discussion that took place before 7:30. She also criticized the minutes saying that a lot of information was left out including the fact that Board members leave before the meeting is over. Ms Allin also pointed out that some budget items never change even though the actual expenditures do vary. Ed explained that this is because we're maintaining a certain level of expenditures in case of unexpected developments. She said it should be noted in the budget. Also noted was the fact that no money was expended in the budget category for postage in 2006. Ed explained that this is because the property manager does all mailing and the cost of postage was reimbursed as a direct expense. He also explained that postage has been broken out as a separate

expense in 2007 and will continue to be in future budgets. He also explained the rationale behind his estimates for each proposed budget and the fluctuations in actual expenditures. He said that all monies from dues that are not used for budgeted items will go directly to Reserves. Ed stated that the purpose of the raise in dues is to return the Reserve to 100 to 150 % of yearly revenue. As we regain our Reserves, we will propose future assessments accordingly.

Ed also mentioned that SHHA's annual audit had taken place. The report from the auditors said all the numbers were correct and no evidence of fraud was detected.

Another homeowner brought up the question of homes that need painting and dumpsters that are left out for an inordinate amount of time. If complaints are made to the property manager she will send letters to the homes involved. Ms Allin asked if any investigation was made before a letter was sent. Anita said that she investigates the condition of each home before sending a letter. Ms Allin then brought up the fact that there might be mitigating circumstances that prevented the homeowner from maintaining his lot. Linda explained that all letters end with a sentence asking the homeowner to contact the Board if there is any reason they haven't been able to maintain their property.

Another homeowner asked where the money for the bonuses came from. The bonus money is included in the expenses for the management company expenses and the landscaping expenses. The homeowner asked that the bonuses be separate line items. Linda mentioned that the bonuses were not given until each person had given several years of exemplary service. Linda and Ed also gave some examples. Ed then proposed that the SHHA formally raise our 2008 assessment to \$100 per lot. The vote was 13 for, 1 against, and 1 abstention. The Board voted the proxies for a total of 182 yes votes. The motion passed.

5. Bonuses – Ed proposed that SHHA award bonuses of \$400 to the Property Manger and The Outdoor Man. The Board voted unanimously in favor.

6. Proxies – Ray suggested that the proxies state specifically what the proxy is for. Ed said that the proxies for the Annual Meeting are for any vote on any matter raised at the Annual Meeting.

VI COMMITTEE REPORTS

A. ACC - Marc had 3 requests

1. 5487 Signal House CT – Painting has been approved electronically.

2. 9014 Home Guard Dr. – A request has been sent but Marc has some questions that need to be answered before recommending approval to the Board. He has tried to contact the homeowners several times but they have not responded. Anita will contact them.

3. 5407 Pt. Longstreet Way – Request for a screened in porch. The Board examined the drawings submitted with the request. The roof will have the same shingles as the roof of the house. The porch panels will be painted white to match the trim. The porch is behind the house and not visible from the street. The Board voted unanimously to approve.

B. Grounds – Glen Woods said that the lights are on again on the sign at Signal Hill. Frank had noticed that the lights weren't on and investigated. When he found that the line was cut he notified the electric power company. Linda had already mentioned this as an example of The Outdoor Man's over and above service.

C. Webmaster – Tom Kehoe reported no activity on the website. Pete complimented Tom on the new look of the website.

D. BDR – Gene gave the Board members handouts on the Braddock Road Beautification Project. This is a proposed plan for plantings on Braddock Road from 495 to Ox Road. Money for the project will come from contributions from HOAs along Braddock Rd or which have homeowners who use Braddock Rd. Gene described the project in some detail and stressed that it is still in the preliminary, planning stages. A general discussion followed Gene's report. Glen Woods asked about the costs of maintenance. It was decided that SHHA would wait for a proposal and request from Sharon Bulova's office before considering the matter of donations.

VII OLD BUSINESS

A. Report by Nominating Committee – Pete said the Nominating Committee is nominating Robert Hicks of 9186 Lake Braddock Dr. as a potential addition to the Board. Linda and Ed are up for reelection this year. Ray recommended that all Board members be voted on. However, Board member terms are supposed to be staggered so not all terms expire in the same year. We will conduct elections as current Board members terms expire as detailed in the February 2007 issue of the Dispatch.

B. Renting to Groups – Anita has tried to contact the homeowner who is proposing to rent his home to 4 college students. We simply want to let the homeowner know that the Board feels this could be an unwise move which could have a bad affect on the neighborhood. A homeowner said that he was aware of two homes rented to college students that were well maintained and didn't cause problems.

VIII NEW BUSINESS

1. Establishing an email list – Tom said that he would not be able to manage an email list. The Board will ask for a volunteer to do so at the Annual Meeting. Tom will find out if having an email list on our website will increase the cost.

2. 9010 Lyon Park Ct - Carole Cannava reported that this property has a For Sale sign. It has been abandoned for 3 months.

ADJOURNMENT – Meeting was adjourned at 9:38.

VII. DATES FOR UPCOMING MEETINGS –When scheduling of the room allows, all meetings, except for Annual Meeting, will be on Wednesdays in 2008. Room has been reserved for:

03 Dec. (Annual meeting)

2008

30 Jan.
28 February
27 March
30 April
28 May
18 June

