

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

MINUTES OF SHHA BOARD OF DIRECTORS' MEETING

The October 2010 SHHA Board Meeting was held on October 14, in the Braddock District Hall

BOARD MEMBERS & COMMITTEE CHAIRS

Pete Seigman	-	President	Bob Hicks	-	At-Large
Ed Rahme	-	VP	Kevin Martin	-	Treasurer
Linda Wirth	-	Secretary	Marc Bickoff	-	ACC

HOMEOWNERS PRESENT

Ray Antosh.

OCTOBER 2010 BOARD MEETING

- I. CALL TO ORDER OF BOARD MEETING** – Pete called the Meeting to order at 7:32.
- II. APPROVAL OF MINUTES** – The September minutes were approved electronically and have been posted.
- III. OPEN FORUM FOR HOMEOWNERS** – No requests to speak
- IV. HGA PROPERTY MANAGEMENT REPORT**
 - A. Budget** – The Board asked for more details on the grounds expenditure as the amount in the budget for September covered several months of different kinds of work. Pete asked Kevin for a more detailed report
 - B. Checks** – Ed will ask Anita to bring the checks to Kevin for signing.
- V. TREASURER'S REPORT** - Kevin reported that SHHA is through 75% of the year and has expended 63.7% of the budget. Based on current status of the budget he does not foresee a need to raise dues for 2011. He is working on the proposed 2011 budget and will email it to the Board.
- VI. COMMITTEE REPORTS**
 - A. ACC** – Marc has not received any new requests.
 - 1. 8907 Lake Braddock** – Kevin talked to the tenant to clear up the color mystery. He will email the information to the Board and will write a letter specifying exactly what the Board will approve. He also noted two new violations; gable vents are in violation and siding is moldy and needs powerwashing. The tenant reported on dead trees in the Commons behind the house. Frank and Glen will check on them to see if they are a danger to the home and need to be removed. The dead branches she also reported will remain unless they block access to the Commons. (This SOP in such cases.)

2. SHHA ACC Requirements – Marc presented copies of the guidelines he has written to the Board. After some discussion of the problem of existing Privacy Fences a few edits were made. It was decided to add the words, “Decks, Roofs, and Fences” to the title. Also, to add the phrase, “maintenance to or changes of existing fences should be reviewed with the Board” to the opening statement for items 3-6. Finally a footnote will be added referring to the CCRs as the guidelines for all changes that need Board approval. The Board asked Marc to shrink the document to one page so it could be mailed out with the annual meeting letter. Marc has written an excellent document and the Board wishes it to have the widest possible distribution.
- B. WEBMASTER/NEWSLETTER** – Kevin reported that everything on the website is up-to-date. He is still working on the privacy section. Bob requested the inspection database be emailed as an attachment.
- C. YAHOO GROUP/VOICE MESSAGES** – No new email or voice mail.

VII. OLD BUSINESS

- A. DIRECTORY** – Linda will email Anita and ask for update on the mailing status of the directory.
- B. INSPECTIONS**
1. Letters – The Board would like more information on the timeframe for the sending of approval letters and violation letters. Pete will talk to Anita about this and ask her to suggest a timeframe. The Board would also like to receive copies all the violation letters via email as they are sent out.
 2. Current progress – Kevin has created and will maintain a consolidated list of all violations, letters that have been sent and their dates, and all changes in status in any violation, i.e. Resolved. Earlier in the inspection process 110 violations were reported. Now that number is reduced to 65. 67 violations have been cleared in the past 2 months.
- C. 8916 Bald Hill Pl** – Steps have been painted and ladder removed from carport. Hearing canceled.
- D. 9128 Home Guard** – 100% closed fence erected. 2nd letter needs to be sent
- E. 5623 Pt. Roundtop** – Shutters still not in place. Hearing will be held after the meeting.
- F. 9010 Home Guard** – Letter sent after meeting with homeowner advising that fines and lien were in abeyance until May 2011. If no new violations noted by that time, case will be closed.
- G. 9004 Ft. Craig** – Old complaint from homeowner concerning placement of deck on this property. Bob investigated and noted home was on cul-de-sac and deck’s position vis-à-vis property line was unclear. Case dropped unless there is a further complaint.

VIII. NEW BUSINESS

- A. 5 ton trash truck on Mt Lookout Ct. – Bob reported this to the police and they are investigating.
- B. Nominating Committee – Ray Antosh, Marc Bickoff, and Bob Hicks formed the nominating committee. The letter announcing the annual meeting will mention that two Board positions are open and anyone that wants to run should notify the Committee by Dec. 1. However nominations can still be made from the floor at the meeting. Letter will also mention open committee positions
- C. Annual meeting – Letter must be sent by Nov. 9. Linda will cater meeting and will have a signup sheet for the open Committees and signs.

IX. ADJOURNMENT – Meeting was adjourned at 8:36.**X. DATES FOR UPCOMING MEETINGS** – When possible meetings are scheduled for the 3rd Thursday of the month.

Nov. 10
Annual meeting Dec. 9
Jan. 20
Feb. 17
March 24
April 28
May 19
June 16