

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

MINUTES OF SHHA 2010 ANNUAL MEETING DECEMBER 9, 2010

BOARD MEMBERS & COMMITTEE CHAIRS

Pete Seigman	President	Kevin Martin	-	Treasurer
Linda Wirth	- Secretary	Anita Amini	-	HGA
Ed Rahme	- VP	Marc Bickoff	-	ACC
Bob Hicks	- At-Large	Glen Woods	-	Grounds
Carol Cannava-	Welcoming			

- I. CALL TO ORDER** – Pete called the meeting to order at 7:28. The number of homeowners present was added to the number of proxies and a quorum was established.
- II. APPROVAL OF 2009 ANNUAL MEETING MINUTES** – Copies of the 2009 Annual Meeting minutes were available for homeowners at the sign-in table and were posted on the website. The minutes were unanimously approved
- III. RECAP OF 2010** – Pete gave a monthly summation of 2010. It was a relatively quiet year without a lot of complaints. The worst was the heavy snowfall of January and February. Many residents wanted SHHA to pay for plowing the streets but that is not possible for two reasons. Street maintenance is under VDOT jurisdiction and it would be prohibitively expensive. In March an Eagle Scout project placed placards at the storm drains.

This spring the Board decided not to sponsor any more yard sales as they are not cost effective. However any member can hold a yard sale and it could be advertised on SHHA's website. Kevin, our webmaster, stressed that no commercial activities could be advertised on the website. In April the Burke History Group asked permission to use the historical information in SHHA's directory. Permission was granted and Ed attended one of the meetings.

SHHA's property manager's contract was renegotiated. Board members divvied up the neighborhoods and are doing the inspections. Most violations are trash cans left in public view and painting problems. More letters are being sent to homeowners as a result.

In August a legal issue arising from the 2009 annual meeting was successfully handled by the Board. During the 2009 annual meeting the Board forgot to hold elections. Realizing this after the meeting had adjourned; the Board reconvened in Executive session and held the election using the proxies which had already established a quorum. This information was included in the 2009 annual meeting minutes. A complaint about this situation was filed by a homeowner in August of 2010 with Virginia's Dept. of Professional and Occupational Regulation. After seeking legal council the Board wrote a letter to the Dept. of Professional and Occupational

Regulation explaining the situation and the steps the Board had taken to correct it. After outlining this situation, Pete read from the letter from the Dept. with the decision of the on this matter. The state governing body declined to penalize or criticize the Board and approved the actions the Board had taken to rectify its mistake. These actions include holding the 2009 elections at the 2010 meeting as well as the 2010 elections.

Several other actions took place during 2010 New Directories were published and distributed to all homeowners. Kevin Martin took over as webmaster and the website is working well without glitches.

The Yahoo Group was established by Pete and all members of SHHA are invited to join. It is an email group and a means for instant communication between the Board and homeowners on urgent matters. Pete also checks the phone line which has been relatively quiet.

INTRODUCTION OF BOARD MEMBERS – Pete introduced himself and Anita from HGA Property Management and the other Board members.

IV. QUORUM – The 135 proxies received and the 12 homeowners in attendance established a Quorum.

V. TREASURER’S REPORT and Forecast – Kevin Martin

A. Budget – 99.6% of dues have been collected. SHHA is making progress in clearing up multi-year delinquencies using the threat of a lien. As of November 30, 78% of the allocated budget for 2010 has been spent. After December expenses have been met as much as \$10,000 may go into the Reserves. One saving in 2010 was a reduction in printing as newsletters are no longer mailed. Ray Antosh asked about the \$3,200 budgeted for Tools and Resources. This is for any expenses above and beyond the actual management fee such as postage. Another homeowner questioned the \$5550 for landscaping. Glen explained that this budget category is for any expense beyond mowing. This year SHHA had more trees removed than normal and there was a lot of storm damage from the two snow storms

VI. COMMITTEES – Pete gave an overview of each committee

A. ACC- Chair is currently vacant. This is SHHA’s most important committee. The Chair communicates with the homeowners who are requesting changes. There is an average of 3-4 requests a month.

B. Welcoming – Carol Cannava reported on her activities

C. Neighborhood Watch – This committee was active in the past and needs a

new chair to reactivate it.

- D.** Grounds – Glen interacts with vendors and is responsible for the Commons.
- E.** Webmaster/Newsletter – Kevin Martin is keeping the website up-to-date.
- F.** BDR – Responsible for attending Braddock District Council meetings and reporting to the Board.
- G.** Yahoo Group – Already discussed under Pete’s Recap.
- H.** Voice Mail – Pete checks weekly.

After discussing the various committees Pete formally recognized and thanked the Chairs of the committees for all their work for SHHA; Marc Bickoff and Jack Hanly of ACC, Carol Cannava of Welcoming, Glen Woods of Grounds, and Ray Antosh on the Nominating Committee. Pete mentioned that anyone who would like to serve on one of the committees could sign up on the Committee sheet by the front door of the meeting room.

After this there was some general discussion with the homeowners about ACC and the inspections. Kevin reported that 81 problems have been resolved and 75 are still outstanding. The biggest problem is people making changes without asking permission. Fences are a big problem. With old fences that have been standing for years, the Board’s position is to leave them in place but ask the homeowner to seek approval when the fence needs to be redone.

VII. ELECTIONS

- A.** 2009 Board member elections. Bob and Kevin were elected for two years to fill out the three year term which started in 2009 and was formalized with this election in 2010 as per the Board’s recommendation which was approved by Virginia’s Dept. of Professional and Occupational Regulation. This election had one opposing vote from a homeowner present at the meeting.
- B.** 2010 Board member elections – Linda and Ed were unanimously elected for 3 year terms beginning in 2011 and ending in December 2013.

VIII. OPEN FORUM FOR HOMEOWNERS

- A.** Budget question
 1. Why is so much money in the 2011 budget for Grounds – Ed answered by stating that this amount is consistent with the 2010 budget and is

necessary for unexpected problems caused by extreme weather. Ed further explained that the money in the budget is for worst case scenarios, which have occurred in the past, and anything not spent at the end of the year is added to the Reserve fund. Most of the money budgeted for Grounds is used to pay The Outdoor Man for upkeep and management. Glen and Linda provided several instances where The Outdoor Man performed services over and above his contract.

IX. ADJOURNMENT - Meeting was adjourned at 8:26 P.M.

RECONVENED

Immediately after the adjournment, Ray Antosh pointed out that the Treasurer's report had not been formally approved. With all the homeowners still present the 2010 annual meeting was reconvened and the Treasurer's report was unanimously approved.