

SHHA BOARD OF DIRECTOR'S MEETING

Braddock District Meeting Hall

May 9th, 2013 - 7:30 pm

Kevin Martin	-	President	Pete Seigman	-	VP
Ed Rahme	-	Treasurer	David Masterson	-	At-Large
Linda Wirth	-	Secretary	Ray Antosh	-	BDR

I. CALL TO ORDER – Kevin called the meeting to order at 7:30

II. APPROVAL OF MINUTES - Minutes for April have been electronically reviewed and approved. They are posted to the web site.

III. OPEN FORUM FOR HOMEOWNERS

Members are requested to register to speak at the meeting so the proper amount of time can be allocated. Members are also asked to submit their issues in writing prior to the meeting to ensure the Board can adequately research them and provide answers.

IV. PROPERTY MANAGEMENT REPORT

- a. The report came too late for the meeting.
- b. The Board discussed problems in Metropolis's financial report.
- c. The last dues report showed 115 outstanding dues;
4 were multi-year (1 was for 3 years and 3 were for 2 years).
An up-to-date spreadsheet is supposed to be sent soon.
- d. Ed and Kevin sent a template for the 3rd letter to Metropolis on April 29. May 31 was the date on the template. No update on the letter from metropolis has been received. Kevin will check on the status of the 3rd letters.
- e. Ed questioned 3 deposits of \$491.67 to our Smith Barney account that was supposed to be closed. Ed will email Ben concerning this and cc the Board on his email.

V. TREASURER'S REPORT – Ed Rahme

- A. Audits – Douglas Corey will not perform Audits moving forward, given proximity to new management company
 - a. Metropolis got a quote of \$1500 from a CPA that they work with and recommend
 - b. BOD approved use of new auditor for 2011 / 2012 audits
 - c. Dues status – Discussed in IV above.
- B. Ed successfully avoided a \$29.95 monthly charge to our BOA account by moving money from a CD without fee to our checking and savings account so they total \$15,000, the minimum for no fees.

VI. COMMITTEE REPORTS

- A. ACC** – Jack Hanley – ACC actions to be discussed later in meeting.
- B. WELCOMING** – Carol Cannava
- C. NEIGHBORHOOD WATCH** – *vacant*
- D. GROUNDS** – Glen Woods
- E. WEBMASTER** – Kevin Martin – usual updates
- F. BRADDOCK DISTRICT REPRESENTATIVE** – Ray Antosh
 - a. Nominating Person of the Year was the subject of the last meeting.
- G. Yahoo Group** - Pete Seigman – No new actions

VII. OLD BUSINESS

- A. 9016 Fort Craig Dr.**
 - a. The homeowners were sent a letter documenting the requirement to plant screening shrubs to hide the chain link kennel
 - b. Shrubs have not yet been planted
 - c. Kevin will attempt to talk to him about this and / or schedule a hearing.

- B. DPOR Notice of expired certificate**
 - a. Still waiting for new certificate for our records and inclusion in the resale package
 - b. Metropolis says: New form submitted (incorrect one was sent in before)
 - c. Still waiting for State to reprocess.

- C. Tree down in commons near 5608 & 5610 Meridian Hill Place**
 - a. Per e-mail from Glenn on 3/13, this work is being scheduled with the tree service. No report since.

- D. 5627 Herberts Crossing**
 - a. Submitted an ARC request to change shingles – no response yet to request for material samples / colors.

VIII. NEW BUSINESS

- A. No ARC violation hearings were scheduled for tonight.

- B. All BOD members should have done an inspection of their newly assigned area by now and sent results to Kevin for processing. Re-inspections are also due.

- C. Fence petition
 - a. Kevin still waiting for a report from Metropolis (5/8) on the a status of responses so far and a list of homes that have not responded
 - b. Door-to-door efforts will start soon.

- D. Metropolis billing
 - a. Ed and Kevin e-mail exchange on March 20th
 - b. Metropolis invoice – Kevin questioned some of the charges for processing letters which appear to be covered in contract 3.1
 - c. Ed mentioned that he hasn't been seeing / approving invoices for the \$625 monthly fee
 - d. Ed will ask Metropolis about these matters.

- E. 9021 Fort Craig Dr.
 - a. The Board feels the progress made in correcting violations at this property show compliance with the resale agreement.
 - b. Will send Thank You letter to the new homeowner, and stop tracking this in old business.

- F. 9107 Home Guard Dr
 - a. Owner reported dead tree in common area behind house.
 - b. \$250 for remedy
 - c. Work is done, and invoice has been received.

- G. Vincent Cannava tree
 - a. E-mail on 4/20; wants to discuss options for tree damaged by common area tree last year
 - b. BOD tabled issue last year, and were mixed as to whether we should offer anything further, having already fixed their roof and fence
 - c. Board discussed this issue. Linda will price an 8' crepe myrtle and report to the Board.

- H. Kate Lewis Fairfax County trash inquiry
 - a. Southport BOD member contacted us about experience switching to Fairfax County trash pick-up
 - b. Ed R. provided insight via e-mail regarding his experiences doing this for SHHA
 - c. Ed is going to the Southport Board meeting on May 22 to discuss issue of cooperating on water run-off and will also meet with MS Lewis.

- I. April invoice for tree service sent to Metropolis 5/7 by Ed for mowing and trimming.

- J. 9024 Parliament – Submitted photos of bricks for material approval (large elevator addition) on 5/7
 - a. The Board approved the brick nearest the house in the photo. For the rest of the materials, the Board authorized Jack to use his judgment in approving them, although he can check with the Board if he has any doubts.

- K. 5415 Flint Tavern Place – Submitted request to build new 2 level deck and stairs
This request will be handled electronically.

L. Resale Packets

a. 8995 Parliament	Closed	3/22	Payment received	3/30
b. 5618 Meridian Hill	Closed	3/28	Payment received	4/3
c. 9003 Grovers Theater	Closed	4/12	Payment received	4/19
d. 9023 Fort Craig Dr	Closing mid May		Payment received	4/21
e. 5590 Marshall House Ct	Closed	5/9	Payment Received	5/9
f. 8927 Bald Hill Pl	Closing	7/1	\$350 due	
g. 5617 Fort Corloran			\$350 due	
h. 5606 Mount Burnside	Requested	5/6		

----- Electronic ARC Reviews and Approvals Below -----

- M.** 9023 Lake Braddock Dr – Ed S submitted ARC request for new deck using Trex
 - a. Request was electronically reviewed and approved

- N.** 5603 Meridian Hill – Submitted ARC request for new front door color and black shutters
 - a. Request was electronically reviewed and approved

- O.** 5641 Fort Corloran Dr – Submitted ARC request for new fence
 - a. After a few revisions to comply with fence covenants, request was electronically reviewed and approved

- P.** 5625 Mount Burnside Way – Submitted ARC request for new shed and to re-lay patio pavers in cement base
 - a. Request was electronically reviewed and approved

- Q.** 5614 Meridian Hill – Submitted ARC request for replacing gutters, and cladding all wood trim in aluminum
 - a. Request was electronically reviewed and approved

- R.** 9013 Fort Craig Dr. – Submitted ARC request to add egress window / window well
 - a. Request was electronically reviewed and approved

- S.** 9102 Home Guard Dr – Submitted ARC request for new sun room (screened) off rear of home
 - a. Request was reviewed and approved

- T.** 9109 Lyon Park Ct – Submitted ARC request for new fence
 - a. Initial request was denied, because proposed fence was non-compliant
 - b. Worked with homeowner to re-submit
 - c. Request was reviewed and approved

IX. DATES FOR UPCOMING MEETINGS

June 13th
July 11th
August 8th
September 12th
October 10th
November 14th
December 5th (Date needs to be checked)

X. ADJOURNMENT – Meeting was adjourned at 8:08 PM