

**MINUTES OF JANUARY 27, 2022
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting held via teleconference (Go To Meeting), was called to order by President Mary Beth Cockerham at 7:00 PM.

BOARD MEMBERS PRESENT:

Mary Beth Cockerham, President
Marjorie Stein, Vice-President
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director
Marci Greenberger, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)
Susan Wolski, 1243 Quaker Hill Dr.; left meeting at 8:45pm
Dominique Mack, 1271 Quaker Hill Dr.; left meeting at 8:45pm
Richard Tobin, 1131 Quaker Hill Ct.; left meeting at 9:00pm

ELECTION OF OFFICERS: The Board discussed the different officer positions available. Marci moved for all Board positions to remain the same, Rose seconded. The Board unanimously approved the following officer positions, Mary Beth Cockerham is the President, Marjorie Stein is the Vice President, Rose Gillespie is the Treasurer, Lennin Lopez is the Secretary and Marci Greenberger is a Director.

APPROVAL OF MINUTES: The Board reviewed the November 2021 minutes. Marjorie motioned to approve the minutes as amended, Rose seconded with Marci abstaining. The Board approved the November 2021 minutes as amended.

MEMBERS' FORUM: The following concerns were raised by attending homeowners:

- Richard Tobin asked why the annual meeting minutes are not approved during the next board meeting as opposed to waiting until the next annual meeting?
 - Tim replied that the annual meeting is a “members” meeting and not a “Board” meeting.
- Richard Tobin asked if the annual meeting minutes can be posted on the Quaker Hill website with a clear indication that it is a draft? Also, if the results of the reports listed on the meeting agenda can be shared.
 - Tim replied that yes, posting the draft annual meeting minutes can be posted. The results of the reports are found in the meeting minutes.
- Dominique Mack inquired if the brick trail behind the Quaker Hill Drive homes that back up against the shopping center can be completely paved?

- Rose replied that the Quaker Hill HOA had to stop at the Quaker Hill property line when building the trail. The shopping center did not want to finish the trail, which is why there is a gap.
- Richard Tobin stated that procedures are not being followed by the Board regarding executive session.
 - The Board responded collectively that no voting takes place in executive session. Executive session is where the Board reviews delinquent accounts and other confidential matters.

ARHA REPORT: Lennin informed all attendees that 1289 Quaker Hill Drive became vacant at the end of December and that a new family will be moving in during the month of February.

COVENANTS: Tim informed the Board that he will update everyone on the HOA Life reports next meeting.

MANAGER’S REPORT: Tim informed the Board that Action Item #19 “Follow up with Kimley Horn about consulting services for erosion project” has been completed. With that said, Mary Beth asked Tim to invite Joe Arrizi from Kimley Horn to the next Board meeting.

NEW BUSINESS:

- The Board reviewed the pool contract submitted by High Sierra Pools for the 2022 season. Marci moved to approve the contract for \$33,500, Rose seconded. The Board unanimously approved the pool contract for High Sierra.
- The Board reviewed the two proposals submitted by Montgomery Irrigation for the 2022 Irrigation System Maintenance. Marjorie moved to approve both contracts for a total of \$524, Rose seconded. The Board unanimously approved both contracts.
- The Board reviewed the proposal submitted by JK Construction to replace the top section of the fire hydrant for \$6500 and the excavation expense around the fire hydrant for \$400. Marci moved to approve the proposal for \$6900, Marjorie seconded. The Board unanimously approved the proposal.
- The Board reviewed and discussed the TMP report.
- Tim informed the Board that the pond aerator is still not working and that the issue is the power switch, which is being worked on by Solitude.

REVIEW OF RESIDENT COMPLAINT: Complainant Richard Tobin requested that the Board follow procedures for timely reviews of resident complaints. Board agreed to do this in the future. Mary Beth Cockerham asked Mr. Tobin to copy at least one Board member on any emails sent to NVM. Mr. Tobin then expressed his satisfaction with the discussion. The Board requested that NVM close out this matter with a letter to Mr. Tobin.

NEXT MEETING: Scheduled for February 24, 2022 at 7:00pm.

PRIVILEGED: Rose moved to convene in executive session to consider personnel matters; consult with legal counsel, discuss and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations. Marci seconded. The Board entered executive session at 8:46pm.

Rose motioned to move out of executive session at 8:47pm.; Marci seconded. The Board unanimously approved to move out of executive session.

ADJOURNMENT: Rose moved to adjourn; Marci seconded. The Board unanimously approved to adjourn at 9:11pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director