

**MINUTES OF MARCH 23, 2023
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting held via teleconference (Zoom 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, joined at 7:10pm
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director

BOARD MEMBERS ABSENT:

Marci Greenberger, Director

OTHERS ATTENDING:

Jody Lee, SFMC
Pat Webb, 1222 Dartmouth Rd.; left meeting at 8:30pm
Melina Luizaga, 1100 Quaker Hill Dr.; left meeting at 8:42pm
Rich Tobin, 1131 Quaker Hill Ct.; left meeting at 8:42pm
Judy Seltz, 1218 Dartmouth Rd.; left meeting at 8:42pm
Tricia O'Loughlin, 1237 Quaker Hill Dr.; left meeting at 8:42pm
Lori Miller, 1100 Quaker Hill Dr.; left meeting at 8:42pm
Dominique Mack, 1271 Quaker Hill Dr.; left meeting at 8:42pm

OPEN FORUM:

- A homeowner stated that trash cans and recycle bins are being left out after trash day and not placed out of sight.
 - Lennin responded that the residents would be notified, and the problem would be addressed.

COVENANTS:

- Mary Beth informed all attendees that the Architectural Review Committee is currently accepting design applications.
- Community Inspections Services (CIS) sent out pre-inspection notices on March 17, 2023. Inspections will begin in May. On average, 70% of units will be cited when a new company starts.

LANDSCAPING: Members of the Board walked around the community with Marquez Landscaping to determine the scope of work. Landscaping, including mulching the common area trees and flower beds will begin soon.

PARKING: The parking committee brought forth ideas for vendors to help with the parking situation. One idea was to hand out parking passes and another was to collect and store car registrations of all residents. More discussion to follow.

APPROVAL OF MINUTES:

- The Board reviewed the minutes for the January 2023 meeting. Rose motioned to approve the minutes; Lennin seconded. The Board unanimously approved the minutes.
- The Board reviewed the minutes for the February 2023 meeting. Mary Beth motioned to approve the minutes; Rose seconded. The Board unanimously approved the minutes.

FINANCIALS:

- The draft audit has been completed.
- SFMC has begun sending out financial statements to the Board, from July 2022 – December 2022.
- A CD matured on March 2, 2023 and was reinvested.
- A financial meeting with SFMC will be scheduled so the Board is aware of SFMC accounting process as it differs from that of the previous management company.

OLD BUSINESS:

- Scooter Corral: The HOA is able to geo fence the private streets in the community but it would encourage scooter users to leave scooters in public areas, specifically near the pool. More discussion to follow.
- TMP: Rose informed all attendees that the City of Alexandria is proposing new TMP rules. Rose disclosed what options the HOA has if the new rules are approved. Mary Beth asked to continue this discussion at the next meeting.

NEW BUSINESS:

- The Board reviewed a proposal by Mike Lee & Son's to replace 51 "No Parking Fire Lane" signs throughout the community for \$2,405.
 - Rose motioned to approve the proposal; Lennin seconded. The proposal was unanimously approved.
- The Board reviewed a proposal by Kocman Insurance Group to insure the Homeowners Association and Quaker Hill Community.
 - Marjorie motioned to approve the Philadelphia policy offered by Kocman for \$11,532, Rose seconded. The Board unanimously approved the proposal.
- The Board reviewed the following landscaping proposals submitted by Marquez Landscaping:

- \$1,768 to cut back overgrown vegetation behind the homes on Quaker Hill Drive and Ellsworth St.
 - Marjorie motioned to approve; Rose seconded. Unanimously approved.
- \$3,996.84 to seed the common areas with Penn Mulch.
 - Rose motioned to approve; Lennin seconded. Unanimously approved.
- \$1,356 to trim down two photinias near the pool area.
 - Rose motioned to approve; Lennin seconded. Unanimously approved.
- \$1,696.50 to install steel edging by the pool and pond area.
 - Rose motioned to approve, Lennin seconded. Unanimously approved.
- \$1,060 to clean out debris in the pond area at a later date.
 - Mary Beth motioned to approve; Rose seconded. Unanimously approved.
- \$280.42 to install tree stakes on trees near pond.
 - Mary Beth motioned to approve; Rose seconded. Unanimously approved.
- \$368.35 to install a green mesh fence by the pool.
 - Rose motioned to approve; Lennin seconded. Unanimously approved.

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. Marjorie seconded. The Board entered executive session at 8:43pm.

Marjorie motioned to move out of executive session at 9:01pm.; Rose seconded. The Board unanimously approved to move out of executive session.

The Board discussed writing off any balance owed for HOA fees that are under \$10. Rose motioned to approve; Marjorie seconded. The Board unanimously approved.

ADJOURNMENT: Marjorie moved to adjourn; Rose seconded. The Board unanimously approved to adjourn at 9:07pm.

NEXT MEETING: Scheduled for April 27, 2023, at 7:00pm.

Respectfully submitted,
Lennin Lopez, Secretary/ARHA Director

