

**AMENDED AND APPROVED MINUTES OF JUNE 23, 2016
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting, held at the Quaker Hill Community Center, 1175 Quaker Hill Drive, Alexandria, Virginia, was called to order by President Marjorie Stein at 7:00 P.M.

BOARD MEMBERS PRESENT:

Marjorie Stein, President
Stephen Kahn, Vice President, arrived at 7:04 p.m.
Rose Gillespie, Treasurer
Ed Lacy, ARHA Director

BOARD MEMBERS ABSENT:

Stephen Stine, Secretary

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management
Officer Daniel Plank, Alexandria Police liaison; left at 7:04 p.m.
Marci Greenberger, Resident; left at 8:27 p.m.
Burt Gravalles, Resident; left at approximately 7:50 p.m.
Maria Vegega, Resident; left at approximately 8:00 p.m.
American Pool Company; left at 7:45 p.m.

POLICE LIAISON: Officer Plank discussed the car break-ins that happened last month and it was determined that the suspect apprehended that same night on Seay Street in Alexandria may not be associated with the break-ins on Quaker Hill Court. Our cases are still listed as pending (still open). He also discussed the presence of police cars in the community today. They were for a warrant, but it was a wrong address for the individual. National Night Out was discussed (to be held August 2). He will not be able to attend the next two Board meetings, but he is working on sending a substitute.

APPROVAL OF MINUTES:

The minutes from the November 2015 meeting were not available.
The February 2016 draft minutes were not needed. The February minutes were approved at the March meeting.
The minutes from the May 2016 meeting were reviewed. Motion to accept was moved by Stephen Kahn, seconded by Ed; motion was approved unanimously.

ARHA REPORT:

Ed reported that the residents at 1221 Quaker Hill Drive have moved out. The door repairs for 1252 and 1256 Quaker Hill Drive are being handled by the ARHA maintenance group.

POOL:

The new pool management company was in attendance. Marjorie, along with other board members and residents, discussed several issues we have already experienced, which include:

- The movement of the lifeguard that was trained (and replaced with lifeguards who did not know the pool rules, processes or requirements)
- Pool cleanliness
- Pool regulations not being enforced (examples included no swim tests, unenforced safety rules, not addressing running and other disruptive behavior, unsupervised minors allowed to attend on their own, adults leaving unsupervised minors, training lifeguards on their options when there are conflicts, etc.)

- Poor pool management and communication

The pool company asked if they could attend the next board meeting to follow up on the issues. They were provided the date (July 28).

MEMBERS FORUM:

Burt Gravalles addressed his concerns with the pool management company, a parking issue that has since been resolved and asked us to follow up on the hot water in the men's bathroom.

Maria Vegega discussed the water drainage issues located behind some of the homes on Quaker Hill Drive and asked that the Board follow up. The board will follow up with both short term and long term solutions.

LANDSCAPE ENHANCEMENTS:

The Board reviewed the Chapel Valley proposal for seven trees, which will be planted in the fall. The Board approved contract for \$4019.39. Motion to accept was moved by Stephen Kahn, seconded by Ed; approved unanimously.

NVM was able to obtain the plat lines for most of the Quaker Hill community. There was a fee, but we will now be able to proceed with plans for the common area near 212 Ellsworth that has an erosion issue and for the 212-218 Ellsworth town homes and 211 Yale Drive. These plat lines are also critical for the clean-up area on Ellsworth so the exact boundaries can be determined.

POND:

The Board discussed the Solitude proposal to clean out the trickle stream. The proposal for \$3550 was approved. Motion to accept was moved by Ed, seconded by Stephen Kahn; approved unanimously.

ACTION ITEMS:

The Board reviewed the action items from the May Board meeting.

EXECUTIVE SESSION: The Board went in to Executive session at 9:05 p.m. and ended the Executive session at 9:15 p.m.

ADJOURNMENT: The meeting was adjourned at 9:21 p.m.

NEXT MEETING: The next Board meeting will be July 28, 2016.

Respectfully submitted,
Rose Gillespie
Treasurer

ACTION ITEM LIST TO BE REVIEWED MONTHLY

MONTH NOTED	ITEM	WHO	STATUS	COMMENTS
MARCH	Dead tree	Rose	Done;	tree was not dead
MARCH	Bridge over trickle stream needs to be repainted	NVM	Done;	May 31
MARCH	Broken light at Quaker Hill entrance sign near Yale	NVM	Done;	'Blinders' on light are missing, light needs to be directed at sign
MARCH	Contract needed with Bartlett Tree Service (NVM)	NVM	Completed	May 2016
MARCH	Dog signs to Stephen Kahn	NVM	Done	
MARCH	Plats needed for Ellsworth and Yale addresses as noted in the minutes; also need 1139 QH Court	NVM	Plats obtained June 2016	Need to review plat lines in order to move forward with erosion projects
MARCH	November meeting minutes	Stephen Stine	Still needed	Will also send 2015 Annual minutes
APRIL	February 2016 minutes needed	Stephen Stine	Not needed,	final Feb 2016 minutes found
APRIL	Pool supplies	American Pool & NVM	Completed	May 2016
APRIL	Amended/corrected Chapel Valley landscape contract	Chapel Valley & NVM	Completed	May 2016
APRIL	Walk grounds with Bartlett Tree Service; check the trees in the 'alleyway' between town homes on Quaker Hill Drive (behind Stephen Kahn's)	Bartlett, NVM & interested Board members	Completed	May 2016
APRIL	Need bid from Chapel Valley on the Austrian pine that was requested	Chapel Valley & NVM	Done;	requested different tree along with others for fall plantings May 2016
APRIL	Submit request for different replacement tree	Rose, NVM & Chapel Valley	Done;	proposal for new trees approved June 2016; fall planting
APRIL	Check with Chapel Valley to see if landscape clean up would be more effective in the fall	NVM	Approved initial clean up	May 2016; need plat lines, will revisit in the fall for major clean up
APRIL	Answer question on American Pool requirement to have \$5	NVM	Answered at	May 2016 meeting; combined with

	million in insurance (we only have \$2 million)		umbrella insurance, it was sufficient to meet needs
APRIL	Letter to homeowner re: paid in full assessment (April Board packet)	NVM to check with Legal	Update at June mtg; still needed Inform Board of advice and action
APRIL	2 CD's due in May, need renewal terms	NVM	Done; vote completed at May 2016 meeting
APRIL	Walk through with Uber for clean up on Quaker Hill Drive – clean once weekly, 15 minutes maximum per week	Stephen Kahn & NVM	Done
APRIL	Need final budget detail for 2015	NVM	Done; In May 2016 Board packet
APRIL	Budget reclassifications per the Treasurer's Report	NVM	Discussed at May Board mtg, re-classes will be noted in the written financial report
APRIL	Light fixture at entrance to community center – replace with NON motion detecting light fixture	NVM	Light adjusted to stay on May 2016
MAY	Clarify guidelines on rain barrels	Rose, Stephen Kahn	Board clarified that standing water needed to be covered; new guidelines to be proposed
MAY	Cars cited for violations	Stephen Kahn	Send list to NVM and Board; should be updated and reviewed monthly
MAY	New pool pass system	Rose, Stephen Kahn, Marci	Research new online pool pass system for next year
MAY	Trickle stream clean up	NVM	Done; proposal for trickle stream clean up approved at June 2016 board meeting
MAY	Higher pool fencing	NVM	Obtain bid for cost purposes; contact legal for liability issues
JUNE	Check hot water in men's room	NVM	Done June 2016
JUNE	Repair doors at 1252 & 1256 Quaker Hill Drive	ARHA	
JUNE	Replace storm doors at 1219 & 1283 Quaker Hill Drive	ARHA	Doors are missing, hinges remain
JUNE	Call Chapel Valley about grinding tree stumps	NVM, Chapel Valley	Trees were removed, contract included grinding stumps 8" below grade
JUNE	Cite home on Ellsworth with leaning chimney	NVM	Safety issue

JUNE	Order more ID bands for pool	NVM	Multi-colors; for use by residents and guests
JUNE	Complete ceiling repair in the community center	NVM	