

QUAKER HILL COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES FOR JULY 24, 2025
Via Zoom at 7:00 PM

CALL TO ORDER

The meeting, held via zoom, was called to order by Laura Evans at 7:00 PM.

BOARD MEMBERS PRESENT

Laura Evans
Rose Gillespie
Ashley McCurry

Management- Jody Lee

BOARD MEMBERS ABSENT

Dominique Mack
Lester Simpson (Marcella Patten was present for the ARHA update)

POLICE/LIAISON REPORT

Sergeant Matthew O'Malley was unable to attend but asked that any questions be directed to him via email.

OPEN FORUM

- A homeowner inquired about loud cars out on Dartmouth Road. He was encouraged to call Alex 311 to report it because Dartmouth Road is a city street so our parking committee cannot issue citations there.
- Another homeowner inquired about the increase in rideshare bikes around the pond. Residents were encouraged to continue to call the number on the bikes to have those removed.
- A homeowner asked when the area behind Quaker Hill Drive will be trimmed and if Marquez Landscaping understood that the pokeweed must not just be cut, but also treated. The Board shared that Marquez would be onsite the following week to both trim and treat the pokeweed.

COMMITTEES/REPORTS

ARHA:

Marcella Patten provided the update on behalf of Lester Simpson. ARHA is currently working to resolve issues with pool passes and visitor parking and they also removed a downed tree recently.

COVENANTS:

Ashley McCurry and Laura Evans provided the update. The Covenants committee is still working on the updated guidelines and is actively writing those. They are in the process of trying to schedule their next meeting for August.

ARCHITECTURE:

Rose Gillespie provided the update. There were three requests that have been closed out. The Committee held conference calls to discuss some of the issues. There will be a reminder in the newsletter about submitting requests when you make changes to your property.

She also provided an update with regards to the permitted deck size. She submitted a FOIA request for the plat records but believes we need to consult someone professional about reading the plats before issuing guidance to the community. She also stated that not all the streets in the neighborhood were provided in the FOIA release.

LANDSCAPING AND GROUNDS:

Caroline Morris provided the update. She is working on fall plantings and considering options for the area around the erosion project. She submitted lists of regional plants which help to control erosion to the Landscapers for consideration. Because there is no public water source in that area, community assistance will be needed to keep those watered. She is also looking at options for some of steeper sections of the sidewalk around the pond. She is hoping to plan one or two planting days this fall.

PARKING:

There was no update.

SNOW:

There was no update, but snow contracts will be considered in the fall.

APPROVAL OF MINUTES

The Board reviewed the minutes from the June 26, 2025, meeting.

Ashley motioned to approve the minutes as corrected (to correct an erroneous reference to Covenants Hearings since none took place in June); Rose seconded. The Board Members present unanimously approved the minutes with that amendment (3-0-0).

FINANCIAL MANAGEMENT

- Rose Gillespie shared the June 2025 financials and Treasurer's report. There was some interest received in June. Insurance premiums were paid, along with fees and maintenance related to the pool and landscaping. The payment for repainting the light poles was made, as was the annual invoice for the Flock cameras.
- No CDs matured in June. The next maturations will be in September.

CONTRACT SERVICES/PROPOSAL

Landscape Edging around Pool

- One proposal, for \$1,385.50, was received from Marquez Landscaping LLC to install edging on the street side of the pool to keep mulch and leaves from blowing back into the pool area.

Ashley motioned to approve; Rose seconded. The Board Members present unanimously approved (3-0-0).

Pool Drain Cleanout

- Three proposals were received to clean out, pressure wash, and snake the five pool drains.
 - One proposal, for \$700, was received from KPS, LLC;
 - One proposal, for \$1,315, was received from District Builds, LLC; and
 - One proposal, for \$685, was received from Mike Lee & Sons Home Improvement, LLC.

Rose motioned to approve the proposal from. Mike Lee & Sons Home Improvement, LLC; Ashley seconded. The Board Members present unanimously approved (3-0-0).

Pond Aerator Pump Replacement

- One proposal, for \$3,145.95, was received from Virginia Waters and Wetlands to replace the pond aerator pump. (NOTE: this was the only bid we have been able to secure since the pump went out mid-June)

Ashley motioned to approve; Rose seconded. The Board Members present unanimously approved (3-0-0).

Mold Removal from Club House

- One proposal from District Builds, LLC was received for \$639 to remove mold and replace baseboards and drywall in the foyer.

Ashley motioned to approve; Rose seconded. The Board Members present unanimously approved (3-0-0).

Microsoft Teams Subscription

- \$6 per month for subscription that includes a meeting platform and cloud storage for the Board and Committees to use.

Ashley motioned to approve; Rose seconded. The Board Members present unanimously approved (3-0-0).

RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

- On 7/7/25 the Board approved Marquez Landscaping, LLC to clean up the wooded/vegetation areas behind Ellsworth Street and Quaker Hill Drive for \$1,845.18.
- On 7/6/25 the Board approved the purchase and replacement of one pool umbrella for \$263.20 to Rose Gillespie.
- On 7/17/25 the Board approved High Sierra Pools to replace the damaged head immobilizer for \$215.

Ashley motioned to ratify the email votes; Rose seconded. The Board Members present unanimously voted to ratify the email votes (3-0-0).

UNFINISHED BUSINESS

Erosion Project

- The Kimley Horn project manager is scheduled to be on-site on July 25th and will evaluate a solution for the drain grate that clogged during the last large rain.

NEW BUSINESS

Dominion Power Lines

- Dominion needs to repair some lines and replace some equipment, which will involve a power disruption.
- During the Open Forum, a homeowner inquired if the Board had any additional information to share.
- The Community Manager has been in contact with Dominion regarding the work and will provide updates to the community as they become available.

TMP Report

- In July 2025, two residents contributed for a total payout of \$450.

New Hose for Pool

- High Sierra Pools requested a higher-pressure hose to assist in cleaning the filters at the pool. Rose Gillespie volunteered to purchase the hose.

Ashley motioned to approve the purchase; Rose seconded. The Board Members present unanimously approved (3-0-0).

EXECUTIVE SESSION

PRIVILEGED: Ashley 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; Rose seconded. The Board entered Executive Session at 7:55 PM.

Ashley moved to move out of Executive Session; Rose seconded. The Board reconvened into General Session at 8:45 PM.

RECONVENE INTO GENERAL SESSION

Ashley moved to adjourn; Rose seconded. The Board members unanimously voted to adjourn at 8.45 PM.

NEXT MEETING: Board Meeting scheduled for August 28, 2025, at 7:00 PM over Zoom.

Respectfully submitted,
Ashley McCurry, Secretary