

**MINUTES OF AUGUST 26, 2021
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

BOARD MEMBERS ABSENT:

Stephen Stine, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)
Officer Matt O'Malley, left meeting at 7:06pm
Marci Greenberger, 1214 Quaker Hill Dr.; left meeting at 8:35pm
Roberta Messiah, 1226 Dartmouth Rd.; left meeting at 8:35pm
Susan Wolski, 1243 Quaker Hill Dr.; left meeting at 8:35pm
Paul Hofzyer, 1228 Dartmouth Rd.; left meeting at 8:35pm
Annette Smith, 1236 Dartmouth Rd.; left meeting at 8:35pm
Mayada Logue, 1216 Dartmouth Rd.; left meeting at 8:35pm

POLICE REPORT: Officer Matt O'Malley reported the following crimes that have occurred around the neighborhood: one destruction of property, three hit and runs, three assaults, one larceny, one online fraud, and one drunk in public. Not much has happened in the Quaker Hill Community and the crime rate is about the same as last year.

APPROVAL OF MINUTES: The Board reviewed the July 2021 minutes. Marjorie motioned to approve the minutes as amended, Rose seconded. The Board unanimously approved the July 2021 minutes as amended. After reviewing the amended June 2021 minutes, Marjorie motioned to approve the June minutes as amended, Rose seconded. The Board unanimously approved the June 2021 minutes as amended.

MEMBERS' FORUM: The homeowners who attended the meeting brought forth the following issues that they felt warranted the Board's attention:

- Mayada Logue asked the Board "How many outside bids does the HOA need for a job?"
 - Marjorie responded that the Board requires three bids for jobs that are over three thousand dollars.

- Mayada Logue followed up with asking if the Board can share contracts or proposals once a bid has been accepted?
 - Mary Beth responded that yes, homeowners can see approved contracts. Tim informed all attendees that a homeowner can send an email to NVM requesting to see a contract.
- Annette Smith stated that she has never received a HOA meeting invite and would like to receive them.
 - Marjorie stated that she can email NVM to request meeting invites for future meetings.
- Sue Wolski asked the Board for an update on the broken fire hydrant on Quaker Hill Drive.
 - Tim responded that the city requires that we have a certain type of hydrant. Unfortunately, the manufacturer of that specific fire hydrant informed Tim that there is a four to six month wait. The Fire Marshall is aware of the situation and no homes are at risk in case there is a fire.
- Sue Wolski asked the Board for an update on the light post that is out on Quaker Hill Drive.
 - Tim responded that work began today to fix the underground issue. It will be completed in four to six days.
- Paul Hoftzyer asked the Board if the broken fire hydrant on Quaker Hill Drive can be removed since it is lying on the ground and nonoperational.
 - Tim replied that the hydrant is still there in order to not have a hole in the ground, but it can be removed if the community wants it removed. If so, the task will be added to the Action Item list.
- Sue Wolski asked the Board if the oak trees growing in the embankment behind Quaker Hill Drive can be removed.
 - Mary Beth replied that she will be meeting with Chapel Valley in the coming weeks and will have that addressed. A more aggressive clean up every six months will be asked of Chapel Valley.

ARHA REPORT: Lennin informed all attendees that the illegal dumping on Ellsworth St. has diminished and will continue to be monitored by ARHA.

COVENANTS: Tim informed all attendees that violations are being monitored via a new computer-based system. If you receive a violation, please go online to update once addressed.

LANDSCAPING:

- The Board will have a walk around with Bartlett Tree Experts on September 28, 2021.
- The Board asked Tim to get an updated quote from Chapel Valley regarding the bi-annual cleanup/walk around.

PARKING COMMITTEE: The HOA has continued to be vigilant against parking violators. Currently, there are about one to three towings each month. If there are any guest parking issues, please inform NVM.

MANAGER'S REPORT:

- Tim is currently working on getting snow removal bids for the upcoming season. So far, NVM is talking to two companies.
- Tim asked the Board if they were considering a lifeguard bonus this year.
 - The Board discussed and came to an agreement for a \$150 bonus for the full-time lifeguard (\$50 for June, July and August). Rose motioned to approve the bonus, Lennin seconded. The Board unanimously approved.

The following item was removed from the Action Item list:

- #16: Two new pool umbrellas have been delivered. One umbrella does not seem to be working.

NEW BUSINESS:

- A homeowner inquired via email about turning the old tot lot into a dog park.
 - The Board will reach out to the homeowner to see if she will spearhead the project.
- The spillway needs to be cleaned as water is not draining as intended due to piles of leaves. The Board asked NVM to make sure the spillway is being cleaned more than once a month.
- The erosion solution project has not been approved yet. Mary Beth and Tim will reach out to Kimley Horn to ask permission to use their report as basis for Request for Proposals to complete work.
 - If approved by Kimley Horn, the bids submitted by landscaping companies should include language that makes the landscaping company responsible for obtaining the permits.
 - If Kimley Horn approves for the Board to use their report for bids, NVM will post the report on the Quaker Hill website for all to see.
- A complaint by a homeowner was resolved and the official response by the HOA attorney was sent by certified mail to the homeowner.

PRIVILEGED: Rose motioned to enter executive session at 8:36pm to discuss privileged matters, Marjorie seconded. The Board unanimously approved to enter executive session at 8:36pm.

Marjorie motioned to move out of executive session at 9:13pm.; Rose seconded. The Board unanimously approved to move out of executive session.

Marjorie motioned to accept a payment plan for a homeowner, Rose seconded. The Board unanimously approved for a payment plan to be granted.

NEXT MEETING: Scheduled for September 23, 2021, at 7:00pm.

ADJOURNMENT: Marjorie moved to adjourn; Rose seconded. The Board unanimously approved to adjourn at 9:25pm.

Respectfully submitted,
Lennin Lopez, Secretary/ARHA Director