

**MINUTES OF OCTOBER 28, 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  
Stephen Stine, Director

**OTHERS ATTENDING:**

Tim Kirchner, Northern Virginia Management (NVM)  
Officer Matt O'Malley, left meeting at 7:04pm  
Susan Wolski, 1243 Quaker Hill Dr.; left meeting at 9:00pm  
Damir Trencovski, High Sierra Pools; left meeting at 7:45pm

**POLICE REPORT:** Officer Matt O'Malley reported the following crimes that have occurred around the neighborhood: four assaults, one graffiti, one hit and run, one credit card fraud, three domestic related offenses and one stolen car.

**APPROVAL OF MINUTES:** The Board reviewed the September 2021 minutes. Marjorie motioned to approve the minutes as amended, Rose seconded. The Board unanimously approved the September 2021 minutes as amended.

**MEMBERS' FORUM:** No issues were raised to the Board by any attending homeowners.

**LANDSCAPING:**

- The Board conducted the community walk through with Bartlett Tree Experts on September 28, 2021. During the walk through, many trees were marked to be removed.
- Mary Beth asked Tim to add the tree removal project to the action item list.

**MANAGER'S REPORT:** The following items were removed from the Action Item list:

- #8: Obtain additional bid on the electrical repair & trenching needed on Quaker Hill Drive.
- #14: Schedule Bartlett to do the annual tree assessment for 2022
- #16: Order two more umbrellas for the pool
- #22: Post the approved August 2021 Board meeting minutes on the website

- #23: NVM to send the email for the towing company to the Board & parking committee
- #31: Post the Kimley Horn recommendation report to the Quaker Hill website

**NEW BUSINESS:**

- The Board reviewed the snow removal proposals submitted by Campbell Snow Removal, Greenhouse Cleaning and SLS Landscaping.
  - Mary Beth asked Tim to get clarification from Campbell Snow Removal regarding the plowing hour rate.
  - The Board asked Tim to get references for Greenhouse Cleaning since they have never worked with them before.
  - The Board will decide regarding a snow removal contract during the November meeting.
- The Board met with Damir Trenevski from High Sierra Pools to discuss the past 2021 pool season. The Board expressed their pleasure with the work ethic from the lifeguards and that not many complaints were received from homeowners. The Board also questioned some language in the new contract submitted by High Sierra for the 2022 pool season, specifically the language regarding “school hours.”
  - The Board requested that Tim get in contact with High Sierra to make the changes to the contract before a vote is conducted by the Board. Tim will try to get the updated contract in time for the November meeting.
- The Board reviewed the proposal submitted by Bartlett Tree Experts regarding the annual tree maintenance for \$16,535. Steve motioned to approve the proposal, Lennin seconded. The board unanimously approved the Bartlett proposal.
- The Board reviewed the Chapel Valley proposal to reset the flagstone pavers for \$893.48. Rose motioned to approve, Lennin seconded. The Board unanimously approved the Chapel Valley proposal.

**2022 DRAFT BUDGET:** Rose reviewed the 2022 budget with the Board and explained the differences we should expect from 2021. Rose will forward the amended budget to the Board for review at a later date. The following HOA assessments will come into effect for 2022:

- Townhome: \$106.80
- Single home: \$98.50
- Condominium: \$74.00

Marjorie motioned to approve the 2022 amended budget for a grand total of \$347,910.72 based on the new assessments, Lennin seconded. The Board unanimously approved the 2022 budget.

**PRIVILEGED:** A motion is made by Steve 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 9:02pm.

Marjorie motioned to move out of executive session at 9:33pm.; Steve seconded. The Board unanimously approved to move out of executive session.

Rose moved to accept a home design application discussed in executive session, Lennin seconded. Four board members voted in favor of the resolution and one board member opposed, therefore the motion carried.

NEXT MEETING: Scheduled for November 18, 2021, at 7:00pm.

ADJOURNMENT: Marjorie moved to adjourn; Rose seconded. The Board unanimously approved to adjourn at 9:35pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director