

**MINUTES OF NOVEMBER 18, 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 7:05pm  
Marci Greenberger, 1214 Quaker Hill Dr.; left meeting at 8:30pm  
Nick Genuario, 1207 Quaker Hill Dr.; left meeting at 8:15pm

**POLICE REPORT:** Officer Matt O'Malley reported the following crimes that have occurred around the neighborhood: three larcenies that occurred at the shopping center, one computer fraud, one DUI and two hit and runs that occurred on Duke Street.

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

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

**LANDSCAPING:**

- Mary Beth and Rose walked the community and marked the trees that need to be removed. The Board requested that Tim get bids for the tree removals.
- The Board reviewed two Chapel Valley proposals pertaining to maintaining the overgrown area behind the homes on Quaker Hill Drive and Ellsworth St. After review, Rose motioned to approve both proposals, Steve seconded. The Board unanimously approved both Chapel Valley proposals, \$715.98 for Quaker Hill Dr. and \$721.98 for Ellsworth St.

**PARKING COMMITTEE:** Although no frequent violators have been noted recently, the parking throughout the community is still being monitored.

MANAGER'S REPORT: Tim informed all attendees that the 2022 coupon books have arrived and that they will be mailed out to all homeowners between the 10<sup>th</sup> and 15<sup>th</sup> of December 2021.

NEW BUSINESS:

- The Board reviewed the snow removal proposals submitted by Campbell Snow Removal, Greenhouse Cleaning and SLS Landscaping.
  - Marjorie moved to approve the proposal submitted by Greenhouse Cleaning, Rose seconded. The Board unanimously approved the Greenhouse Cleaning snow removal proposal.
- The Board reviewed the updated pool contract submitted by High Sierra Pools. After discussion, the Board asked Tim to have the hours for the second lifeguard to be changed and to have the price adjusted accordingly. The contract needs to be changed in order for the Board to vote/approve the contract.
- The Board reviewed the consulting contract submitted by Kimley Horn for \$3,000.00.
  - Rose moved to accept the contract; Marjorie seconded. The Board unanimously approved the consulting contract.
    - The Board asked Tim to send Joe Arrizi (Kimley-Horn) the proposals submitted by Chapel Valley and Down to Earth for review before the Board decides on how to move forward with the erosion solution.
- The Board reviewed the yearly request sent by the Goldklang Group.
  - Marjorie moved to approve; Rose seconded. The Board unanimously approved the yearly request by the auditors, Goldklang Group.
- The Board reviewed the meeting resolution regarding "Use of Electronic Means for Meeting and Voting". Mary Beth asked the Board to send any edits to Tim before the annual meeting takes place.

ANNUAL MEETING: The Board reviewed the upcoming agenda for the annual meeting. Mary Beth asked Tim to add something in the newsletter to have more homeowners share their emails for more effective communication.

NEXT MEETING: Scheduled for January 27, 2022 at 7:00pm.

PRIVILEGED: A motion is made by Marjorie to convene in executive session to consider personal 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 8:31pm.

Marjorie motioned to move out of executive session at 9:11pm.; Rose seconded. The Board unanimously approved to move out of executive session.

ADJOURNMENT: Marjorie moved to adjourn; Rose seconded. The Board unanimously approved to adjourn at 9:21pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director