

**MINUTES OF FEBRUARY 24, 2022
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
Marci Greenberger, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)
Nick Genuario, 1217 Quaker Hill Dr.; left meeting at 7:53pm
Richard Tobin, 1131 Quaker Hill Ct.; left meeting at 8:17pm
Officer Matthew O'Malley, left meeting at 7:10pm

POLICE REPORT: Officer Matt O' Malley shared the following crime statistics for the area in and around the Quaker Hill community: three assaults, one fraud, one destruction of property, two hit and runs, one weapon recovery, two larcenies, one trespassing, and one fatal car accident. Officer O' Malley wanted to clarify that most of these crimes were commercial instances.

APPROVAL OF MINUTES: The Board decided that the January 2022 meeting minutes would be reviewed next meeting but will still be posted on the Quaker Hill website as a draft.

MEMBERS' FORUM: No homeowner questions or issues were raised by any homeowner.

COVENANTS:

- The Board and Tim discussed the complete procedure regarding homeowners who have been cited as there seems to be some confusion.
- Mary Beth asked Tim to make sure the citation report is updated in a timely manner as the Board cannot tell if a citation has been addressed by a homeowner or not.
 - Tim acknowledged that he would work on making sure the report is updated more frequently.

LANDSCAPING:

- Chapel Valley will start coming out next month to address the flower beds throughout the community.
- Tim has not received any additional bids for the tree removals needed throughout the property, will follow up with other vendors.

PARKING COMMITTEE: The Board requested that NVM send another notice to a homeowner and their tenant regarding a car improperly parked in a driveway.

MANAGER'S REPORT:

- The Board reviewed the Action Item list and removed the following completed items
 - April, Sep, Oct. 2019 Board minutes needed.
 - Provide summary report of covenants for 2019
 - Invite City to discuss sewer/storm water management
 - Add most recent covenants information to report; create reports & share with Board.
 - Keep Board posted on status of fire hydrant replacement on Quaker Hill Dr.
 - Contract companies & obtain bids for new snow removal contract
 - Notate/distinguish the old Design guidelines on the website from the updated guidelines
 - Compile list of trees to be removed for bid
 - Obtain proposal from Kimley Horn for more detailed survey
 - Follow up with Kimley Horn about consulting services
 - Include updated bids received from Chapel Valley for clean-up in Nov. packet
 - Follow up on status of police liaison
 - Mark trees for stump grinding, send to NVM for proposal
 - Invite Kimley Horn to next meeting to review bids/discuss next steps.
- Rose informed Tim that a meeting is needed to review the Reserve Study for 2022 since new expenses have come up.
- The Board discussed the possibility of collecting pool guest fees digitally and have asked Tim to inquire with HOA bank on what they would prefer/suggest.

FIANCIAL REPORT:

- NVM has met with the auditor and audit will start early this year.
- The price for the snow removal so far this year has been under budget.
- An HOA CD recently matured but it was reinvested at a slightly higher rate.

NEW BUSINESS:

- A homeowner inquired via email about a light that is out on Quaker Hill Drive.
 - Tim stated that all lights are now operational on Quaker Hill Drive.
- The Board discussed and agreed upon the next phases for the ongoing erosion project

- Phase 1 will consist of Tim contacting Ms. Utility to mark off the area
- Phase 2 is to make sure Down to Earth understands full scope of work
- Phase 3 is for Kimley Horn to meet with Down to Earth to answer questions and provide guidance.
- The following proposals were discussed:
 - The Condition Assessment & Reserve Fund Plan for 2022 with Mason & Mason for \$4,400.00. Marci moved to approve; Rose seconded. The Board unanimously approved the proposal.
 - The Solitude Lake Management proposal to repair the pond aerator for \$1,403.93. Rose moved to approve; Marci seconded. The Board unanimously approved the proposal.
 - Amendment Number 02 submitted by Kimley Horn to include a topographical survey for \$5,000; Grading Plan Waiver submission for \$6,000 and City of Alexandria permits for \$500 for a grand total of \$11,500. Rose moved to approve; Lennin seconded. The Board approved the proposal with Marjorie abstaining.

NEXT MEETING: Scheduled for March 24, 2022 at 7:00pm.

PRIVILEGED: Rose 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. Marjorie seconded. The Board entered executive session at 8:42pm.

Marjorie motioned to move out of executive session at 9:15pm.; Rose seconded. The Board unanimously approved to move out of executive session.

ADJOURNMENT: Marjorie moved to adjourn; Marci seconded. The Board unanimously approved to adjourn at 9:16pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director