

**MINUTES OF MAY 25, 2017
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting, held at the Quaker Hill Community Center, 1175 Quaker Hill Drive, Alexandria, Virginia, was called to order by President Marjorie Stein at 7:05 PM.

BOARD MEMBERS PRESENT:

Marjorie Stein, President
Steve Kahn – Vice-President
Rose Gillespie, Treasurer
Stephen Stine, Secretary

BOARD MEMBERS ABSENT:

Ed Lacy, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)

MEMBERS FORUM:

No members forum was held.

POLICE REPORT: Sgt. Plank of APD did not have any specific incident to report. He mentioned general readiness tips for emergency.

POOL: The Board briefly discussed the status of the lifeguards. One of the lifeguards from last year will now be a pool supervisor for QHCA and other pools.

APPROVAL OF MINUTES: The April 2017 amendments were unanimously approved as amended, Rose moved; Steve Kahn seconded.

ARHA REPORT: No report was provided.

COVENANTS: No matters were discussed and no hearings were conducted.

PARKING: No matters were discussed.

HEARINGS: No hearings conducted.

LANDSCAPE: The Board discussed Northern Woods Management proposal; the Board asked Tim to confirm what areas of the bushes along the sidewalks alongside the swimming pool are to be trimmed. The Board to request the additional backside to be done for additional \$200 for

\$1475, and up to \$1800. Steve K moved for approval; Rose seconded. The Board unanimously approved.

The Board unanimously approved **Bartlett (Handout)**. Rose moved for approval and Steve K seconded.

The Board unanimously decided to postpone Chapel Valley contract to plant 1 foster holly at signature/sign wall until further discussions with Alan Gaarnas and inspection of signature wall areas.

The Board discussed the upcoming proposed landscape committee and what roles and responsibilities they should have; along with what they cannot do. The Board suggested having them go through walk throughs with Alan and Rose. The Board discussed writing memorandum setting out Committee responsibilities, such as periodic reports and presentations to the Board. Rose will draft proposed guidelines for the landscape committee.

B&K concrete proposal for sidewalk: The Board discussed whether to do all of the proposed work now, or simply do C&G work, sections that are hazardous for tripping, and aprons on a few units. The Board agreed to have members do a walk through to determine what work needs to be done and will address the contract again at the next Board meeting.

FINANCIAL: Tim stated that the ACH situation is still not resolved but should know in a few days. Steve K also called the bank for clarification and discovered that the financial information they sought was from NVM rather than individual Board members.

The Board briefly discussed various late charges on the treasury report.

NEW BUSINESS: The Board discussed Action Items list; and removed various items that have been completed.

NEXT MEETING: Scheduled for June 22, 2017

PRIVILEGED: Executive session from 8:25 to 8:29 p.m.

ADJOURNMENT: The meeting was adjourned at 8:44 p.m.

Respectfully submitted,

_____/s/
Stephen J. Stine, Secretary