

**APPROVED MINUTES OF MAY 26, 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
Marcy Greenberger, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)
Pat Webb, 1222 Dartmouth Rd.; left meeting at 8:00pm
Sue Wolski, 1243 Quaker Hill Dr.; left meeting at 8:00pm
Richard Tobin, 1131 Quaker Hill Ct.; left meeting at 7:51pm

POLICE REPORT: Officer Matthew O' Malley was unable to attend the meeting but stated via email that if anyone had any questions for him, to please email him at matthewomalley@alexandriava.gov.

APPROVAL OF MINUTES: The Board reviewed the April 2022 minutes. Marjorie motioned to approve the minutes as amended, Marcy seconded. The Board unanimously approved the April 2022 minutes as amended.

MEMBERS' FORUM:

- Richard Tobin asked the Board about the request for proposal that was sent out regarding a new management company. Mr. Tobin stated that many of the responses received do not mention resolutions that deal with the Virginia guidelines, specifically the Property Owners Act.
 - Mary Beth replied that all companies that submitted a response to the RFP are legally able to manage properties in the state of Virginia, meaning they are aware of all the resolutions. Secondly, everything will be reviewed by the HOA attorney before anything is agreed upon.
- Richard Tobin inquired on what is the process for selecting a new management company and what the price is?
 - Mary Beth replied that each company finalist will be presenting their company to the HOA and any attendee the following week. The question about the price cannot be answered.

ARHA REPORT: ARHA is still in the process of reviewing bids regarding the power washing and tree trimming on their properties. Lennin expects the project to commence late June/early July.

COVENANTS:

- Tim informed the Board that a few hearings need to be scheduled regarding homeowners with violations.

LANDSCAPING:

- Many residents have complained about the condition of some trees throughout the community. Bartlett Tree Experts will come out soon and meet with a board member so trees can be identified. The work on these trees will start once they are dormant, usually in the late fall.
- Sue Wolski informed the Board that the embankment behind her home on Quaker Hill Drive has large weeds.
 - Mary Beth asked Tim to have Chapel Valley address this next time they are in the community.

PARKING COMMITTEE: Guest parking violations has decreased over the past few weeks, but it is still a problem the Board will address.

MANAGER'S REPORT: The following action list items were reviewed by the Board and removed:

- NVM to follow up on signs for cleaning up after pets
- NVM to follow up on umbrellas, check the chairs for mold cleaning and assess timing for new furniture
- Send follow up letter to resident who has been using visitor spot
- Follow up on "guns drawn" incident in field between shopping center and townhomes on Quaker Hill Drive
- Order two more umbrellas for the pool

NEW BUSINESS:

- Tim informed the Board that the new lifeguard and supervisor have been introduced to the community. The pool has passed all inspections and is ready for opening on May 28, as scheduled.
- The Board reviewed the Chapel Valley proposal to "Add plastic fencing along path near trickle pond and end unit by pool" for \$625.36.
 - Marci moved to approve the proposal; Rose seconded. The Board unanimously approved.
- The Board reviewed the proposal submitted by Solitude Lake Management to "Troubleshoot the Quaker Hill Trickle Stream and Pump" for \$810.00.
 - Rose moved to approve the proposal; Marci seconded. The Board unanimously approved.
- The Board reviewed the purchase proposal for nine pool umbrella stands from Hayneedle for a total of \$848.96.

- Marci moved to approve the purchase; Mary Beth seconded. The Board unanimously approved.
- The Board discussed the possibility of ordering up to two new pool umbrellas not to exceed \$1000.00. Tim would double check and inform the Board how many umbrellas will be needed.
 - Marci moved to approve this purchase; Mary Beth seconded. The Board unanimously approved the purchase of up to two new pool umbrellas as long as the total does not exceed \$1000.00.
- The City of Alexandria approved the waiver for grading proposal submitted by Kimley Horn. The next step in the Erosion project is to have Chapel Valley and Down to Earth submit new bids.
 - A \$500 permit fee needs to be paid to the City of Alexandria for the project. Rose moved to approve the payment for the permit, Marci seconded. The Board unanimously approved for Kimley Horn to submit the permit.

PRIVILEGED: Marci 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. Rose seconded. The Board entered executive session at 6:49pm.

Marci motioned to move out of executive session at 6:54pm.; Rose seconded. The Board unanimously approved to move out of executive session.

The Board reached a decision to impose a fine of \$10 per day to a homeowner until their violation of an unauthorized fence is cured.

Marjorie 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. Rose seconded. The Board entered executive session at 8:00pm.

Rose motioned to move out of executive session at 8:08pm; Marci seconded. The Board unanimously approved to move out of executive session.

ADJOURNMENT: Rose moved to adjourn; Marjorie seconded. The Board unanimously approved to adjourn at 8:10pm.

NEXT MEETING: Scheduled for June 23, 2022 at 7:00pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director