

**MINUTES OF JULY 22, 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 7:01 PM.

BOARD MEMBERS PRESENT:

Mary Beth Cockerham, President
Marjorie Stein, Vice-President
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director

BOARD MEMBERS ABSENT:

Stephen Stine, Director

OTHERS ATTENDING:

Tim Kirchner, Northern Virginia Management (NVM)
Officer Matt O'Malley, left meeting at 7:04pm
Richard Tobin, 1131 Quaker Hill Ct.; left meeting at 8:40pm
Diane Whitehead, 1214 Dartmouth Rd.; left meeting at 7:46pm
Joseph Arizzi, Kimley Horn; left meeting at 7:52pm

POLICE REPORT: Officer Matt O'Malley reported the following crimes that have occurred around the neighborhood: two reported assaults, one larceny, one car was broken into, one online fraud and two arrests which occurred at the shopping center. Before departing, Officer O'Malley shared his phone number for anyone who wanted to contact him, 703-298-4487.

APPROVAL OF MINUTES: The Board has decided that the minutes will be reviewed and approved during executive session to not delay the meeting.

MEMBERS' FORUM: The homeowners who attended the meeting brought forth the following issues that they felt warranted the Board's attention:

- Richard Tobin asked why the minutes for the annual meetings had not been posted on the Quaker Hill website.
 - Mary Beth and Tim asked Mr. Tobin to send an email asking for items to be posted and assured that it would get done.

ARHA REPORT: Lennin informed all attendees that the illegal dumping on Ellsworth St. may have been addressed with the culprits and that hopefully no more dumping occurs.

COVENANTS:

- Tim informed the Board that he is working with the new software in order to run better reports regarding inspections.
- The fire hydrant on Quaker Hill Drive will need to be replaced and the Quaker Hill residents need to be informed.

LANDSCAPING:

- The Board informed NVM that the fall inspection with Bartlett needs to be scheduled.
- Chapel Valley has cleaned up the area on Quaker Hill Drive and behind Ellsworth, but it may need to be revisited in the Fall.

PARKING COMMITTEE: No recent towings have occurred but will continue if violators continue to illegally park.

MANAGER'S REPORT: Tim informed the Board that the light post on Quaker Hill Drive still needs to be replaced but the work on the ground wiring is still ongoing. NVM is actively pursuing three bids to have light fixed.

NEW BUSINESS:

- The Board discussed the procedure that NVM must adhere to when a homeowner states a complaint. NVM must respond to the homeowner within seven days acknowledging receipt.
- The Board discussed several issues brought forth by Mr. Richard Tobin and provided responses.
- Joseph Arizzi presented the Board and all attendees Kimley Horns findings regarding the erosion issue around the Quaker Hill Community. The three main suggestions made by Kimley Horn were:
 - To regrade the area around Str. 106 (top of Quaker Hill Drive) which would allow for the inlet to maximize its capture.
 - Remove and replace the existing trench drain system and replace with a new system. Reroute some of the drainage from Str. 106 to Str. 102 to redistribute runoff.
 - Reinforce the area surrounding Str. 106 with a stone blanket to address erosion concerns and to plant a landscaping buffer to improve aesthetic.Mr. Arizzi stated that no survey would be required to address the three suggestions and that the work should take two weeks or so. The work should cost about 10k with Chapel Valley's assistance.
 - The Board will need a Request for Proposal and will need to break the project up into two phases due to budget constraints.
- The TMP report was reviewed together by NVM and the Board.
- The 2020 draft audit looks good with nothing out of the ordinary. Will be submitted soon.
- The Board informed NVM that the pool furniture needs to be cleaned as some homeowners complained. Also, a new umbrella needs to be ordered as one broke.

NEXT MEETING: Scheduled for August 26, 2021, at 7:00pm.

PRIVILEGED: Marjorie motioned to enter executive session at 8:51pm to discuss privileged matters, Rose seconded. The Board unanimously approved to enter executive session at 8:51pm.

Marjorie motioned to move out of executive session at 9:04pm.; 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 9:19pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director