

Huntington Forest Homeowner's Association

Board Meeting

December 4, 2014

Meeting called to order at 8:11pm. Meeting held at: 6129 Florence Lane.

Attendees:

Steve Danz	Donna Clay	Kerry McCabe
Arienne Reilly	Kathy Spitzer	Laura Robinson
John Schaefer	Mike Tanner – Call-in	
Steve Piper	Grace Washburn	

Homeowner Attendees:

Debbie Halla	Jess Schrum	Ed Reynolds
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Treasurer's Report – presented by Steve Piper:

- No outstanding Dues. All homeowners paid in full.
- Year-to-date 'Legal Fees' total reflects bills from December 2013. We will receive November 2014 in December and December 2014 bill in January 2015.
- A question was raised about the line item: "CPA's Fees". The answer is that it is monies for an Annual Financial Audit. No requirement in our current documents, or by law, but a prudent practice.

ACTION: Put committee together to perform an audit.

ACTION: Include in re-write to "Convene a Committee every 5 yrs. to complete the review". **Task Force to incorporate into re-writes.**

Motion to Approve: Kerry McCabe; 2nd Donna Clay. Report Approved.

ARC Report – presented by Donna Clay:

- Only 1 ARC request from a homeowner since the last Board Meeting. It was approved.
- Homeowner with lots of work to come into compliance has completed 100% of work that can be completed now. They will tackle the yard in the Spring of 2015.

Motion to Approve: Kathy Spitzer; 2nd Kerry McCabe. Report Approved.

Land Use Report – presented by John Schaefer:

- BIG issue for Land Use Committee. Licensing of Day Care Centers in homes within our communities. Lee District is unique in that our County Supervisor, Jeff McKay, must abide by the decisions made in the Land Use Committee. This coming year, 2015, the Lee District Land Use Committee will see about 50 applications for Day Care licensing in owners homes (the State has the limit of kids per home @ 12). This committee will be the front line for these. It has taken hours to get up to speed on the requirements, etc. for these requests. Two were presented at the last meeting and both passed. This will not be a 'rubber stamp' committee.

RECOMMENDATION/ACTION: Make sure the Task Force writes something into the Covenants about this.

- Amberleigh/Island Creek Update – The Land Use Committee denied a request to build a housing development in the ravine between two high hills of marine. (One housing community hired their own Geologist. When holes were drilled...what needed to go over 50' only went about 5'.)

Motion to Accept: Kerry McCabe; 2nd Donna Clay. Report Approved.

Common Area Report – presented by Mike Tanner:

- All good in the woods.
- June 2014 was last walk around with the Arborist.
- Agreement w/local police to come & help with Trespassing issues expires every 3 years.

ACTION: Call & get update on Grave yard water runoff issue. **Mike Tanner**

ACTION: Get agreement w/Fairfax County Police for assistance renewed in June of 2015. **Mike Tanner**

Motion to Approve Report: Steve Danz; 2nd Steve Piper. Report Approved.

External Communications Report - presented by Kerry McCabe:

- Traffic meeting @ Mt. Eagle Elementary School. **Basically, our left turn from School Street onto South Kings Highway is being eliminated. We will only be able to turn right & then must IMMEDIATELY proceed across two lanes of traffic to TRY to get back toward the METRO. Kerry was told that nobody from our neighborhood voted...**
- Will ask for the Street Sweeper to again sweep our neighborhood. Will try to request a head's up in order to let neighborhood know...

Motion to Accept Report: Kathy Spitzer; 2nd Donna Clay

REQUEST from Laura Robinson: a calendar should be set up on EXCEL template stating who, what, when, where & why. Laura would like to have each Board position & Committee position forward their information by the March Meeting.

ACTION: All Board & Committee members' please get their date sensitive information to Laura Robinson by the March Board Meeting. This should be ANY information we will need/want to 'get the job done'.

President's Report – presented by Steve Danz:

- At the Annual Meeting the new Board Members were elected: Kathy Spitzer, Steve Piper & Grace Washburn.
- Thanks to Arienne Reilly & John Schaefer for the service to their Community. Almost 20 years together!
- The Proxy for the change to the Covenants passed by a vote, from the community, of 92 in favor; 9 opposed. The paper work will be filed with the appropriate offices in Virginia.

ACTION: Get paperwork filed with Reese Broome & the ~~State of Virginia~~ Fairfax County. **Steve Danz/Kerry McCabe. Matt Troianni** has put together the 1st draft to go to HFHOA President & then to Reese Broome for review & then onto Fairfax County. ****MUST HAVE ALL HOMEOWNERS TAX ID #'S BEFORE WE CAN FILE******

- Video done (by Debbie Halla) of presentations, at our Annual Meeting, by Ursula, from Reese Broome & Mark Sickles, our Delegate in Richmond. We should get signed letters of release from both before we load the video on our Website, or into an HFHOA e-mail.

ACTION: New President to get the letters to Ursula & Mark. Once we have those back, we can imbed the video in an e-mail to the community & also load it onto our website.

- Steve Piper sent out a 'Path of Process' for getting our Documents updated. Jess Schrum had sent out an e-mail - 'the Fatal Fifteen' - items we need to keep in mind when moving forward w/these document updates.

ACTION: Annual Meeting Date for 2015 will be: November 19, 2015. Counting back 60 days for Proxy Mail Date = September 24, 2015. Then for a 30 day return request, that date = October 22, 2015.

ACTION: Set up task force to help in getting recommendations from the community.

ACTION: Will also need to schedule 2 Town Hall Meetings with the Community – perhaps July & August of 2015 – to inform them of where we are & where we're going with the updates & to get their feedback.

- The letter informing the community of the new Annual Dues amount was mailed December 1, 2014.
- Agnes D'Alessandro has resigned from the Board for medical reasons.
- All incoming & outgoing Board Members will be able to vote for Agnes D'Alessandro's remaining term on the Board. There are 10 Old/New HFHOA Board Members eligible to vote.

ACTION: Closed vote for the final year of Agnes' term: 2 names submitted: Ed Reynolds & Jess Schrum. Tally: 3 votes for Ed Reynolds, 6 votes for Jess Schrum & 1 vote for Deb Halla.

- Jess Schrum will fill final year of Agnes' term.

Motion to Accept: Steve Piper; 2nd Steve Danz. Report Approved.

- **ACTION:** Need to set up Nominating Committee for 2015
- **ACTION:** Need to select HFHOA Officers for 2015: The following were elected:

President: Kerry McCabe

Vice President: Steve Piper

Treasurer: Laura Robinson

Vice Treasurer: Steve Piper

Recording Secretary: Steve Danz**

Steve will be the designated contact to the Website Master

Vice Recording Secretary: Jess Schrum

ARC Chair: Donna Clay

Vice ARC Chair: Kathy Spitzer

Land Use Chair: John Schaefer

Land Use Alternate: Ed Reynolds

Common Area Chair: Mike Tanner

External Affairs Chair: Jess Schrum

Parliamentarian:

Internal Communications: John Schaefer **

John will continue to produce the HFHOA Newsletter.

Minutes from the October & November HFHOA minutes were presented. There were corrections noted.

Motion to Accept the HFHOA Minutes with the corrections: John Schaefer; 2nd Kerry McCabe.

2015 HFHOA Board Meeting Night will be: **2nd Thursday of each month.**

Next HFHOA Board will be Thursday, January 8, 2015. Location TBD

Motion by Steve Piper to add Grace Washburn to the ARC Committee. 2nd from Kerry McCabe.

Passed Unanimously

Meeting Adjourned at 10:12pm.