

**Huntington Forest Homeowners Association
Board Meeting
April 13, 2017**

Meeting called to order: by Steve Piper at 7:03pm

Meeting place: Montessori School of Alexandria, 6300 Florence Lane

Board Member Attendees: Steve Piper, Tim Rogers, Dave Kolo, Kerry McCabe, Rhonda Crawford, Chris McCormack, Grace Washburn, Kathy Spitzer

Homeowner Attendees: Jess Schrum, Bob Redmond, Janet Roberson, Sarah Kolo, Norma Conroy, Nancy Berthold, Diane Piper,

Quorum Established by Steve Piper.

Treasurer's Report: Steve Piper

- 2017 Annual Assessments - 3 Members in arrears. If not paid this month, a \$11.75 (10%) late fee will be imposed on May 1.
- The HOA 2016 state tax return was filed with no taxes owed.
- Paid RB for non-lawsuit related fees.
- Motion to pay the \$1156 RB bill – Steve Piper
 - Carried unanimously.

Secretary's Report: Rhonda Crawford

- Distributed: No approval requested.
 - Mar 09, 2017 Board Meeting Minutes

President's Report

Matters Raised by Members to President of the Board.

- Concern with "New England Colonial" as a community standard
 - Some discussion regarding whether it is appropriate for the ARC to use "New England Colonial Style" as a frame of reference for approval of ARC requests because it is not specifically referenced in any HF HOA documents. Summarized points to consider made by Board members:
 - PUD vs HOA – reference to similar style
 - Subjective judgement call and selective enforcement
 - Contention that the ARC continues to use "New England Colonial Style" as a basis
 - Important to have a foundation for the rule. If members are opposed to NE Colonial, what is the basis for style determinations?
 - HOA is not bound to the builder's brochure, it is bound to the Declarations.
 - Request to move forward with town hall meetings to address guidelines
 - Request to have ARC Chair develop side-by-side comparison of the current ARC Guidelines and Proposed changes.
 - 10% late fee per resolution #16-01

- Kerry McCabe recommended that the board stick to 5% floating rate set by VA statute as a maximum (not to exceed) penalty. He informed the board that when the penalty was previously voted upon the maximum rate required by statute was 10%. The maximum rate has been decreased to 5% in current VA statute. He also noted that he understands the need for a mechanism to get members to pay assessments without overly taxing volunteers.
 - Steve Piper stated that the statute allows for the HOA to set a rule determining the maximum rate of penalty, which the Board did with Resolution #16-01. He said that the Virginia law to which Kerry referred had not changed. However, he will check with the Ombudsman for clarification.
 - Rhonda Crawford expressed concern regarding whether the 10% penalty would apply for Special Assessments. Steve Piper said it would. Both Kerry McCabe and Kathy Spitzer stated that the Board has the ability to make a payment schedule and it should be offered up-front to all members.
- Michelle L. Thompson, Fairfax County Consumer Affairs Branch, has accepted an invitation to speak at our June 8 Board meeting
- LDACO is sponsoring a Fairfax County Office of Elections satellite office on April 26 from 6pm-9pm at the Lee District Government Center. Full services, with a focus on registrations and photo IDs, will be available. LDACO is doing this in response to concerns folks can't get to the main gov't center during normal business hour and/or it is overly time consuming to get there.

Committee Reports

- ARC/ACC — Dave Kolo
 - 2 ARC Requests submitted and 2 approved at the April 2017 ARC meeting.
 - Spring Walk-arounds
 - Will be completed early May.
 - Steve Piper recommended that the Board send out a letter with the checklist notifying members.
 - Dave Kolo noted that objectivity is the top priority
 - Discussed reconciliation of previous year's violations
- Common Area — Kerry McCabe
 - No Trespassing signs will be put up in the Common Area on 15-16 Apr, 2017
 - Will work with the arborist to determine the status of trees
 - Steve Piper reported that a 2008 letter from Rees Broome addressed liability regarding trees in the common area.
- External Affairs — Kerry McCabe
 - Awaiting response from VDOT on street sweeping.
 - Noticed some pavement cracking and will research paving options.
 - Noted that the area where the street narrows between developments on Florence Lane is not a high priority.
- Land Use — Nothing Reported

- Motion to approve Committee Reports.
 - Kathy Spitzer
 - Second: Dave Kolo
 - Carried unanimously

Old Business

- Outstanding Legal Issues — Rhonda Crawford
 - Nothing new to report
- Revision of Policy Resolution #12-02 re Filing of Complaints — only change is to clarify the caption to read: (Policy required under Virginia Law for the Receipt and Resolution of Complaints alleging a violation of applicable Virginia law or regulations.)
 - Motion to amend Policy Resolution #12-02 to add, “applicable Virginia law or regulation” for clarification.
 - Kerry McCabe
 - Rhonda Crawford
 - Carried Unanimously
- Updated Directory of Members – Rhonda Crawford
 - Reported the Member Directory is incomplete.
- Improved Communication – Website out of date
 - Discussion regarding what is required to keep the website up to date and options for making the website more secure. Additionally, concern noted for the amount of information publicly available on the website.
 - Information only: John Tabor is the webmaster and Michelle Schaffer is the back-up.
 - Steve Piper asked Chris McCormack to lead the effort of determining options for the website and keeping it up to date. Kathy Spitzer and Kerry McCabe volunteered to help.

New Business

- Charter for Professional Management Committee – Kerry McCabe
 - Charter distributed to Board Members prior to meeting.
 - Motion to approve Committee Charter as presented.
 - Rhonda Crawford
 - Kathy Spitzer
 - Carried Unanimously

Members Forum

- Bob Redmond
 - Recommended inspection of adjacent properties for drainage issues when inspecting the common area. Discussed drainage issue from the adjacent cemetery property. He recommended a conducting a drainage study
 - Requested the location of No Trespassing signs. The question was addressed by Kerry McCabe.
 - Recommended that ARC stick to actual violations rather than additionally noting home maintenance recommendations in their walk-arounds.

- Recommended that the Board request resealing the roads rather than repaving from VDOT.
- Recommended the Professional Management Committee review reasonable options for reducing the costs of professional management, to include partial professional management or contracting individuals.
- Nancy Berthold
 - Asked what the ARC/Board does when people do not respond to ARC letters.
 - Expressed that she likes the idea of professional management but is concerned that the cost may be more than people can tolerate.
 - Bob Redmond responded that although professional management may seem like a good idea, the Board may regret the decision due to loss of managerial control and contract limitations.
- Janet Roberson
 - Asked a hypothetical question regarding whether a professional management company would make the decision to move forward with a lawsuit.
 - Questioned financial responsibility of the Board regarding the decision to file a lawsuit in the Manning case. She asked if the Board determined that it had sufficient funds prior to moving forward with a lawsuit. She demanded an answer regarding how the decision was made and the accountability of the Board regarding the decision.
 - Steve Piper attempted to redirect the question in order to move the meeting past previously discussed issues. However, Kerry McCabe answered the questions citing the Board actions were the response to a homeowner violation of a restrictive covenant. The legal bill generated was the result of the owner to exploit a perceived technicality (rather than the windows issue) to avoid the restricted covenant issue coming to court. The technicality focused on the Association's corporate status forcing the Board to defend Association corporate status. If the homeowner had stuck to the covenant violation on windows the bill would have not been significant. No response to the hypothetical question as to whether the Board should pursue every covenant violation regardless of budget status or financial risk. Kerry further contended that the lawsuit had to proceed to protect our corporate status and that the district and circuit court judges erred in their determinations and the case would have been won at the State Supreme Court.
- Motion to adjourn meeting.
 - Dave Kolo
 - Second: Kathy Spitzer
 - Carried Unanimously

Meeting Adjourned: 8:51PM