

SPRINGFIELD STATION HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S QUARTERLY MEETING

April 18, 2023

MINUTES OF Q2 MEETING

www.springfieldstationhoa.org

CALL TO ORDER

The second quarterly (Q2) meeting of the Springfield Station Homeowners Association (SSHOA) Board of Directors (BoD) meeting was called to order at 7:43 pm on April 18, 2023 at the home of John Giuliani.

1) Attendance

Attending SSHOA Board Members: John Giuliani (Vice-President); Vicky Johnson (Secretary); Geoffrey Ballou (Treasurer); members-at-large: Jim Klein; Manny Pablo; Trudy Stellar, and Taylor Chasteen. Chuck Brackett, Dan Germain (Registered Agent), and Anwar Zzaman were absent.

2) Approval of Minutes

Motion: Moved by Geoffrey Ballou and seconded by John Giuliani, followed by unanimous agreement to approve the minutes of the previous Q1 SSHOA Board meeting on January 17, 2023.

REGULAR BUSINESS

3) Financial Report

Geoffrey Ballou passed out bank statements. There has been no activity in recent months by HOA.

4) D&O Insurance

The HOA does have D&O insurance. In fact, it has been paid twice due to a miscommunication. Need to check to see if Dan got a refund check to cancel out the overpayment. Insurance company was Nationwide and the amount was \$1,744.00.

5) Assessments

5a) John Giuliani presented an in-depth look at future projects, assessments, potential increases in assessments (within levels set by the By-Laws). The HOA is allowed to increase dues using the Washington area January-to-January CPI. For the period 1/2022 to 1/2023 the index was 4.4%. This allows an assessments increase of \$5.00 for each unit. The result is a new total annual due of \$128 per unit for this year.

Motion: Moved by Taylor Chasteen and seconded by Geoffrey Ballou, followed by unanimous agreement to approve the dues increase of \$5.00 for 2023. The 2023 regular assessment will be \$128/unit. There is no change in the additional assessment for units on mini-courts, remaining at \$24/unit.

5b) There was discussion on how will this information and annual notice be distributed? Can we use email—is that considered a written notice. Snail mail for those who do not have email. We need to track who has paid and who has not. Those who have not paid may be denied access to the sports courts.

5c) Despite this increase, there is concern that future capital improvements cannot be made if the budget retains its current path.

6) Sport Court

6a) Jim Klein met with Elite Landscaping to discuss the drainage issue by the right side of the Sport Court behind the sidewalk where the storm drain is. The concern was winter ice and potential for injury. Elite suggested drilling a hole through the curb connected by a pipe to a drain at the location of the water pooling.

6b) Jim Klein contacted VDOT for permission but ran into resistance.

6c) Manny Pablo, Jim Klain, and John Giuliani met with the Springfield Supervisor, Pat Herrity, who agreed with the SSHOA plan to use a pipe through the curb.

6d) With this approval Jim Klein proceeded to obtain a bid from Elite Landscaping for \$2115.08 to perform the work.

Motion: Moved by John Giuliani and seconded by Geoffrey Ballou, followed by unanimous agreement to approve for the expenditure of funds in the amount \$2,115.08 to address the problem.

Still to be worked is the drainage concerns on the left side of the Sports Court between the courts and the path. An additional bid is being pursued for this purpose.

7) Other Common Areas

7a) Taylor Chasteen cur and removed a tree that had fallen on the path on the south side of Arley Drive.

7b) There is a tree along the path behind the Sport Court that is covered in ivy and looks dead. It is leaning toward a house.

7c) Jim will work with Premium to see if we can cap this expense or handle it in some way (mow less often) to reduce the cost.

NEW BUSINESS

8) Spring Clean-up Day

8a) Chuck Brackett looked into getting a tip waiver fee for the SSHOA Spring Clean-Up day. Fairfax County has changed the rules on community waste collection as stated in Community Clean-up (CCU) Program Guidelines. Chuck interpreted from discussions with DPWES that we can no longer have trash trucks for a community wide clean up of household furniture, lawn mowers, etc.

8b) It appears that the Fairfax County has a program where it pays to have a company removed community waste. However, there are a lot of rules/restriction when using this program, and it must be coordinated through the supervisor office. Do we have enough community waste to use the program? Can we do it the old way if we chose—by hiring our own company?

8c) More research is needed on this issue. John Giuliani will check again with DPWES on the exact regulations.

9) Announcements with Assessments

9a) The cancellation of the annual Spring Clean-Up day due to new Fairfax County rules should be noted in a flyer sent along with the notice of dues assessments.

9b) Any change or amendments that the Board believes needs to be change could be included as a proposal for a vote in the notice of dues assessments.

10) Mini-Courts

The Board noted that mini-court 5A on Applecross Lane attached to addresses 8841, 8843, 8845, 8847, and 8849 Applecross was sealed in recent weeks.

11) HOA Website

EasyHOA has offered to lower its monthly charge to \$29. A discussion followed asking what is the purpose of a community website and what do we hope to accomplish with it. All agreed that communications was a major reason. Will it solve our current problems? It seems that most do not address accounting information and make it easy for Board members to share that type of information. Trudy will work with EasyHOA to see what but can do. Geoff will do research on accounting capabilities of various programs.

12) Annual Audit

An annual audit is required by the By-Laws. It should be performed by a public account. Geoffrey Ballou will check with the treasurer of the pool to see who does their audit. Jim Klein

will work with others and get this information to John Giuliani. To pay for this audit could adversely impact the budget, and adjustments will need to be made in other areas or the By-Laws amended.

13) Access to Space in the Community Schools

Currently, Vicky Johnson is the only member with access to the Hunt Valley School calendar and the ability to reserve space. She has asked that others request this access. It can be obtained by going to the FCPS website. Under the search function, type community use of school of school facilities. It looks like only one person can be registered, but in the past, both Stephen Bruckner (previous President) and Vicky Johnson were on the list. This website provides guidance and rules governing the use of school space.

14) Board Positions

On January 25, 2023 Rick Kenney resigned as President.

Motion: Moved by Geoffrey Ballou and seconded by Manny Pablo, followed by unanimous approval for John Giuliani to assume the role of President until the next election at the General Meeting.

Motion: Moved by John Giuliani and seconded by Geoffrey Ballou, followed by unanimous approval for Jim Klein to assume the role of Vice-President until the next election at the General Meeting.

ADJOURNMENT

Motion: Moved by Vicky Johnson to close this Board meeting and seconded by Manny Pablo to adjourn the meeting at 8:59 pm.

Respectively submitted:
Vicky Johnson and John Giuliani