

**DRAFT MINUTES
GOVERNOR'S GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Apr 11, 2016**

**FIRSTSERVICE RESIDENTIAL
6074 FRANCONIA RD
ALEXANDRIA, VA**

ATTENDEES

Mr. Harvey Johnson, President; Mr. William Powell, Vice President; Mr. Barry Neulen, Director; Ms. Carrie Tilley, Treasurer; Ms. Lisa Rohn, Member and Mr. Christopher Engleright, CMCA, FirstService Residential.

Absent: None

CALL TO ORDER

Harvey Johnson called the April 11, 2016 Board of Directors Meeting to Order at 7:10pm.

QUORUM

There was a quorum present.

ADOPT AGENDA

(A) Ms. Rohn moved, Mr. Neulen seconded, to adopt the draft agenda. This motion passed unanimously.

APPROVAL OF MINUTES

(A) Ms. Powell moved and Mr. Neulen seconded approval of the minutes for the December 21, 2015 Board Meeting.

OPEN FORUM

Mr. Fred Geiger and Mr. Chris Chin brought the Board's attention to two properties adjacent to their homes that were in poor condition due to negligence of the homeowner. Both properties are currently being rented by their owners. Both homes had violations of LARC regulations and the interior of one home was reportedly in poor condition. The Board was receptive to issues with external non-compliance but unable to challenge one of the homeowners for its internal condition. The Board committed to inspecting the exterior of both homes.

OFFICER AND COMMITTEE REPORTS

President's Report

Mr. Johnson deferred comment pending agenda items.

Vice President's Report

Mr. Powell deferred comments to the list of agenda items. .

Treasurer's Report

Ms. Tilley deferred comments to the list of agenda items

Grounds Report

Mr. Powell deferred comments to the list of agenda items.

OLD BUSINESS

(A) Update on Directory Mailing: Mr. Engleright noted that 64 of the initial mailed had been returned: 46 from postal mail and 18 e-mails. The first fifty homeowners were eligible for the \$50 homeowner incentive. Mr. Engleright was asked to explore options to provide a gift card to these homeowners. In discussion of options to increase the return of additional directory forms, the Board directed Mr. Engleright to send a second e-mail and a second postal mailing. Both would include a note of appreciation if the homeowner had already submitted the form.

(A) Tennis Court Proposal: The Board reviewed the proposal submitted by Bishop's Tennis Inc. The proposal contained choices in color combination for the court surface and a number of options items (i.e., backboard for tennis practice, painting basketball goal and lines for additional purposes). The Board elected dark green interior and light green exterior. No other options were selected. Mr. Engleright was authorized to initiate the contracting process.

(A) Various Landscaping Proposals: The Board reviewed three proposals from Premium Lawn and Landscaping (Culvert Cleaning, Tot Lot chips and Rip Rap). After discussion, the Board approved the installation of rip rap stone in the area along the asphalt walkway just west of the pond. Mr. Powell was authorized to negotiate a price from the proposed \$1,250 to one closer to \$1,000. At the same time, Mr. Engleright was asked to coordinate with Premium to cut the hanging limbs of the weeping willow next to the dog park and to remove a dead dogwood near the gazebo.

(A) Asphalt Repairs and Sealing Update: Mr. Engleright reported that he was awaiting a bid from Tibbs. He was also asked to obtain a second estimate. In discussing the scope of the project, the Board decided to: seek prices to repair all asphalt cracks and several areas where the roadway had sunk; repaint all curbs; paint lines for all parking spaces, paint crosswalks at both entrances; and, install 10 mph speed humps.

(A) LARC Inspection Update, Spring 2016: Mr. Neulen proposed that the Board hire a different inspector than the one who conducted the 2015 inspections. The objective would be to complete the inspections prior to the end of May. In addition, a meeting would be scheduled with the inspector to review the priority inspection items. These items would include vent covers, wood decks and fences, driveways, mold, iron railings, garage doors and all exterior wood. Mr. Neulen noted that he would prepare a note to the homeowners explaining the process.

Web site Update: Ms. Tilley reported progress on the web site, particularly on transitioning current forms and significant documents.

NEW BUSINESS

(A) Speed Hump Petition: Mr. Johnson committed to prepare a petition form and to canvas the community to obtain homeowner opinion on the installation of the speed humps.

MANAGEMENT REPORT.

Mr. Engleright reviewed the Financial Statement Analysis with no issues identified. GGHOA remains in a strong financial position. Mr. Engleright indicated an intent to: walk around the neighborhood to assess condition; conduct a walk around with Premium; check status on the fountain; and, ensure payment of the pond invoice.

EXECUTIVE SESSON

Ms. Rohn moved to close the open meeting and move forward to executive session to discuss a legal matter and delinquencies at 8:20 pm. Mr. Neulen seconded and the motion passed unanimously.

ADJOURNMENT

There being no further business before the Board of Directors, the meeting was adjourned at 8:30 PM.

(A) Action