

BARRISTER'S KEEPE (BK) HOMEOWNER'S ASSOCIATION (HOA), INC.

Minutes HOA Board Meeting

March 5, 2013

Woodson High School 9525 Main Street Fairfax, VA 22031

I. Opening of the meeting

The meeting was called to order at 7:00PM by the HOA President, Tom Burrell. Members present were Tom Burrell, David Herrington, Bob Petersen, and Grant Barmby. Frank McGann was absent

II. Approval of the minutes from the December 4, 2012 Board Meeting

David Herrington made a motion to approve the minutes of the December 4, 2012 Board Meeting. Grant Barmby seconded the motion and the motion was unanimously approved. Frank McGann was absent from the meeting.

III. Old Business

a) Status of lamps

Annie Patenaude, Chair of the Covenants Committee, reported that she had negotiated a price break with Home Depot for a bulk purchase of the selected lamp. The cost to each homeowner will be \$56.50 per lamp. The bulk purchase will be made with Reserve funds that will then be put back into the Reserve account once all homeowners have purchased their lamps. Bob Petersen made the motion to approve the purchase of the lamps from the Reserve Account; Grant Barmby seconded the motion and it was approved unanimously (Frank McGann was absent from the meeting). Annie will work with the Covenants Committee to update the Community Reference Document to include the lamps, garage doors, and vinyl siding.

b) Due Process Policy

Tom Burrell reported that the Due Process Policy is still under review

c) Tree project along Pickett

David Herrington reported out on the CLS proposal for replacing the dying trees along Pickett Road. CLS was instrumental in working with the Association to obtain funding for the project based on the DuPont settlement. All dead/dying trees will be replaced. The CLS proposal was for \$23,825.00. Bob Petersen moved that the CLS proposal be accepted for the stated amount; Grant Barmby seconded the motion and it was approved unanimously

IV. New Business

a) 2013 Budget Letter

Tom Burrell reported out that the 2013 Budget Letter explaining the increase in quarterly assessments had been sent out to all homeowners.

b) Meeting Schedule Change

Tom Burrell reported that the Association's governing documents require the Board to publish the annual budget to the homeowners 45 days prior to the beginning of each fiscal year. To do that, the Board will change the meeting schedule to reflect a meeting in November of each year rather than the December meeting.

c) Fairfax Circle Redevelopment Project (information only)

Tom Burrell Reported on his involvement with the Fairfax City Citizens for Smart Growth group he belongs to and the redevelopment of the shopping center at the corner of Pickett Road and Route 50. This will be a major redevelopment effort with a complete rebuild of the existing center. The new development will include a residential component and will be more pedestrian friendly.

d) Status of Church

Sale of the Church of the Apostles is still on-going. Tom Burrell reported he has stayed in contact with the realtor and that another Church has made an offer.

e) Payment of invoice for web site upgrades.

Grant Barmby reported that the BK HOA web developer had done some additional work on the new Association web site to upgrade many of the components of the site. The cost was \$200. David Herrington made the motion to approve \$200 for the work; Grant Barmby seconded the motion and it was approved unanimously.

V. Reports of Committees

a) Finance Committee

Bob Petersen reported out on various Reserve Study items that are coming due in 2013. The primary action that will possibly be required is asphalt work.

b) Covenants Committee

Annie Patenaude invited anyone in the Community to join the Covenants Committee. She reiterated that the Committee will update the Community Reference Document and have that ready for the June meeting. The Committee will also schedule a walk-thru of the Community for the late Spring/early summer timeframe

c) Communications Committee

No report.

d) Grounds Committee

Debbie Fulbrook reported that the fall mulching has been completed, as planned. CLS is compliant with the terms of our contract with a few items that are outstanding. Year to date the spring mulching, turf care and tree shrub care has been completed. Outstanding from 2012 is the possible renovation of the benches (they sag) the drainage on the west side of the fountain going into the street and the erosion that exists between the Fisher and McMenomy houses. Our current contract with CLS is scheduled thru December 2013. Debbie Fulbrook reported that due to work requirements, she will step down as Chair of the Grounds Committee

e) Social Committee

Barbara Petersen reported that 31 people attend the Holiday Party on the average and she was expecting that number for this year's party on Sunday, December 16th.

With no other business, Bob Petersen moved to adjourn the meeting at 7:40PM. This was seconded by Grant Barmby and unanimously approved.

Minutes prepared by: Tom Burrell (for Frank McGann) – Recorder of the Minutes, BK HOA