



BARRISTER'S KEEPE HOMEOWNER'S ASSOCIATION (BKHOA)

www.barristerskeepeshoa.org

2014 Annual Meeting Minutes

September 9, 2014 7:00pm

Woodson High School, 9525 Main Street Fairfax, VA 22031

- I. Meeting Call to Order – After the annual Ice Cream Social, the meeting was called to order at 7:30 pm. All Board members were present: Tom Burrell, David Herrington, Brian Knapp, Grant Barmby and Nancy Webster.
- II. Certification of Quorum – 16 homeowners present and 2 proxies received by the Board established a quorum.
- III. Old Business
 - a) *Approval of September 2013 Annual Meeting Minutes* – Approved: Grant Barmby motioned, David Herrington seconded. Brian Knapp abstained as he was not a Board member in September 2013.
 - b) *Approval of June 2014 Quarterly Meeting Minutes* – Approved: Grant Barmby motioned, Nancy Webster seconded. Brian Knapp abstained as he was not able to attend the June 2014 meeting.
- IV. Annual Election Proceedings – Mike Sebastyn volunteered to serve as a Board member; Grant Barmby motioned to nominate Mike, David Herrington seconded and Mike's election to the Board was approved. Brian Knapp thanked David Herrington for his many years of tireless service as a BKC HOA Board member, a sentiment roundly applauded by Board members and homeowners alike.
- V. New Business
 - a) *Fairfax City Police requests to enforce traffic and license/registration laws within Barristers Keepe* - Board is in favor of allowing this. Brian Knapp motioned, Grant Barmby seconded and the motion was approved. Tom will sign and return the letter.
 - b) *Response to fire* – Tom, David and Grant met with Fairfax City Assistant Fire Chief Andy Wilson and reviewed the process for access to BKC by the fire department. Chief Wilson assured residents that the Knox Box system of accessing BKC does work; the Fire Department responded well and quickly, but they dropped the ball. There are other systems, including an SOS system, but Chief Wilson said they are not as reliable. Tom noted that BKC is the only fully gated community in Fairfax City.



- c) *Request to add minor children's names to directory* – The Communications Committee raised this question; the Board determined that this type of request will be allowed if the request is brought by the parent.
- d) *Request by Washington Gas to put gate in wooden fence* – Request denied; Tom Burrell will give the gate code to Washington Gas to allow for once a year inspections.
- e) *Fairfax City BMP inspection (no action required)* – Best Management Practices inspection: Tom Burrell said results were that we're in good shape, but the storm water system needs to be reviewed on the Reserve Study.
- f) *Barrister's Keep Pet Issues* – The issue of homeowners' dogs urinating on public space within BKC continues to be a problem, not the least of which are sanitation and expense in replacing sod, etc. The Board asked for suggestions and many were offered. It was decided that Tom Burrell will send a letter to homeowners (by Return Receipt), outlining the issues with potential solutions and will determine further action.

VI. Reports of Committees

- a) *Finance Committee* – Brian Knapp reported that we had a clean audit and thanked Bob Petersen for his efforts. Our CDs were renewed for a year at .08%. Brian motioned to rollover CD, David Herrington seconded the motion and it was approved. Our taxes were filed. Brian suggested a possible meeting with our insurance agent. He said that, with many thanks to Woody Long and Bob Petersen, we are in good shape and the recommended budget for 2015 is to be identical to 2014 – with no increase in dues.
- b) *Covenants Committee* – Annie Patenaude reported that many issues discovered during the walk-around have been corrected and advised homeowners to respond to walk-around inspection leaders as they take care of issues. Continuing issues due to our community now being 17 years old – roofs showing signs of age, brass is tarnished, rusted vents, erosion issues. Annie will send a letter to the Board regarding repeat offenders and issues, some significant, some not. The recent fire brought up the need again to answer the question of vinyl vs. aluminum and to review the design standard. Should we use Hardy Plank?
- c) *Communications Committee* – Arte Andresen reported for Frank McGann that the Communications Committee has nothing new to report.
- d) *Grounds Committee* – David Herrington reported that aeration will begin this month, followed by mulching later in the month. Fall flowers will be changed in October. Discussion is happening regarding the gap in the front pad. Many other issues were brought up: Tree trimming by CLS always stops before they make it to the 'north hill.' David Herrington stated that CLS needs



to be better informed. A tree next to 3442 is dead – ownership was questioned. Do we get mulched in back yard? Tom Burrell reads the governing documents to mean that the HOA is responsible for homeowners' front landscaping; Annie P interprets it to mean that homeowners are responsible.

e) *Social Committee* – Arte reported that Octoberfest was scheduled for either October 12 or September 28. Attendees agreed on September 28 since October 12 is Columbus Day weekend. The holiday party is scheduled for December 7 and needs a host – Burrells have volunteered to be a back-up option.

VII. Open Forum – *Paul Schwartz asked if the Board can take a look at the split in the blacktop near his home to see if it can be repaired – will it get worse in winter or can it be filled and resealed? David Herrington doesn't think that that would help.*

Next meeting will be rescheduled to November 12.

VIII. Meeting Adjourned – *Nancy Webster motioned to adjourn, Grant Barmby seconded and the motion was approved.*