

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

**Minutes Annual Meeting**

**September 11, 2012**

**Woodson High School 9525 Main Street Fairfax, VA 22031**

**I. Opening of the Meeting**

Following the annual BK Ice Cream Social the meeting was called to order at 7:34PM by the HOA President, Tom Burrell. Members present were Tom Burrell, David Herrington, Bob Petersen and Frank McGann. Absent from the meeting was Gordy Schnabel.

**II. Certification of Quorum**

Artie Andreson of the Communications Committee reported to Tom Burrell that 17 owners were present and that another owner was represented by a proxy form. With 45% of the owners present or represented by proxy, a quorum was certified and declared.

**III. Old Business**

- a) A motion was made and approved unanimously by the Board to approve the September 2011 Annual Meeting Minutes.
- b) A motion was made and approved unanimously by the Board to approve the June 5, 2012 Board of Directors meeting minutes.

**IV. Annual Election Proceedings**

With the completion of the terms of Tom Burrell, Bob Petersen and Gordy Schnabel, there were three positions to be filled.

Frank McGann, the HOA Secretary and Chairperson of the Election Committee (members Kathleen Fisher and Judy Nolan) certified that written notice, specifying that the purpose of the annual meeting was to elect a board for another year along with a nominating petition and proxy, were sent to each BK homeowner on August 10, 2012.

Secretary McGann also announced that one nominating petition was received from Tom Burrell.

Annie Patenaude nominated Grant Barmby to the Board from the floor.

Bonnie Burrell nominated Bob Petersen from the floor.

Bob Petersen agreed to serve for one additional year and was appointed to do so by President Tom Burrell.

Motions were submitted to approve the nominated individuals, as follows:

Tom Burrell for a term of 3 years;

Bob Petersen, for a term of 1 year;

Grant Barmby, for a term of 3 years.

The motions were unanimously approved.

Tom Burrell announced that the Board will hold an organizational meeting within 30 days to determine Board positions.

**V. Report of Officers**

Tom Burrell reported that the Fairfax City Council was to have met tonight but postponed the meeting until September 25<sup>th</sup>. On the subject of the construction of a new school bus parking facility on Pickett Road, the Comstock Homeowners Association requested that BK HOA allow them to use the BK HOA time allocation in an effort to get a full 40 minutes for the Comstock HOA to make their presentation. They also made the request of other HOAs in the area. BK HOA is opposed to the project as well and approved of Comstock's use of our time to speak at the City Council Meeting. We believe there are safety issues that have not been addressed. Neither the City nor Fairfax County did a transportation impact analysis before approving this project. In spite of this, it appears that the project will be approved.

**VI. Reports of Committees**

a) *Covenants Committee*: Annie Patenaude reported that several homes are out of compliance with respect to our covenants. She referenced the construction of a stone wall, bikes left out and the need for some general cleanup. She stated that of compliance baseline needs to be established for each home. Annie also mentioned that the results of the Standards Survey resulted in approving black lamps for the outside of homes. She said that a specific lamp must be identified, specified and best prices should be sought through a bid process to ensure best price. This must be done for the approved garage doors, as well.

b) *Budget and Finance Committee*: Woody Long reported that our HOA is required to conduct a Reserve Study every five years. With respect to our reserve fund, Woody reported that we are one year ahead of the reserve study funding requirements. He also reported that there were no snow removal expenses this year which helped our finances. When there is an excess in money budgeted for expense items, this goes into our reserve fund. Bob Petersen reported that we have approximately \$84K in the Reserve Fund.

c) *Grounds Committee*: Debbie Fulbrook mentioned several issues. She felt we needed CLs to do a general power washing of the sidewalks to clean up the property. She noted that the light on the BK Entrance sign is on 24 hours a day. Debbie mentioned that we are in need of some tree trimming (Macabee's, Crowley's, Long's and a dead tree behind the Burrell home.) There are continuing problems with dog urine spots in the grass areas. She also mentioned that areas of asphalt are in need of maintenance and mentioned that the large trash trucks may be impacting this problem and asked if the City could go back to the smaller trucks for trash pickup. Other areas in consideration are the replacement of the fountain, painting the lines in

the visitor lots and the crosswalk, replacing the benches in the fountain area because they are sagging, and some bricks are coming up in the entrance driveway area.

David Herrington spoke of a blight problem with the pine trees that are along our property by the fence on Pickett Road. In consultation with the City Arborist, a Pine Blight was identified and over time it will affect all of these trees. We need to plan on corrective action for this problem. It will likely be an expensive problem for the community.

In addition to this issue, a chemical was used on our trees called Imprelis, which caused damage to the trees. CLS, working with DuPont help to facilitate a settlement that will give BK \$12K to settle the claim. This money will be used to correct the damage done by the chemical.

d) *Social Committee*: Barbara Petersen reported that the Yard Sale was a success with several residents participating. She reminded all that the Oktoberfest is to be held at the Fountain at 4:00PM on September 30<sup>th</sup>. A date and place for the Holiday Party has not yet been determined.

e) *Communications Committee*: Christine McGann reminded all to keep the committee informed of any changes to residents' phone numbers and email addresses.

**Minutes prepared by: Frank McGann, Recorder of the Minutes BK HOA**