



BARRISTER'S KEEPE HOMEOWNER'S ASSOCIATION (BKHOA)

www.barristerskeepeshoa.org

2016 Annual Meeting Minutes

September 13, 2016 7:30 p.m.

DC Metro Church, 3500 Pickett Road, Fairfax, VA 22031

- I. The meeting was called to order at 7:30 PM after the annual Ice Cream Social. Officers present were Tom Burrell, Aaron Fox, David Herrington, Nancy Webster and new Board member Jim Meyer.
- II. Roll call was done by Kathleen Fisher who certified that a quorum was met. Seventeen of the 40 homes were represented at the meeting (16 in person and one home submitting their proxy vote). This represents 42.5% participation (Our governing documents require 25% or 10 homes)
- III. The reading of the Minutes from the 2015 Annual Meeting was dispensed with and David made a motion, seconded by Aaron that the minutes be approved. The vote to approve was unanimous. David also moved, and Aaron seconded, that the minutes of the June 2016 be approved as written. That was approved unanimously as well.
- IV. Chairman Tom Burrell asked for nominations from the floor for the two vacancies on the Board. No one had been nominated previously as a result of the meeting notice that went out the month prior and no one was nominated from the floor. Aaron Fox and Nancy Webster agreed to stay on. David moved, and Jim seconded, that Nancy and Aaron be appointed to the Board to fill the two vacancies for a period of 3 years. The motion was approved unanimously.
- V. A brief report was given by Tom Burrell who is also on the Planning Commission for the Fairfax City Council about the state of the city:
 - The condo development on Pickett Road is on schedule. The land has been cleared and site work is being done.
 - Paul VI High School will be vacated in 2020 and the school will relocate to Loudoun County. The IDI Group, which developed the Enclave condo project on Pickett will be developing plans for the redevelopment and rezoning of the property. The current plan is preserve the integrity of the original building as a senior living facility and develop several condos and townhomes on the remainder of the property. There will also be some retail, primarily to serve the condos and townhomes.



- Regarding the Fairfax Circle redevelopment, apparently plans have stalled as they try to find another anchor store for the site. Nothing is being done at the present time.
- Another incident occurred recently in Barristers Keepe when the Fire Department was unable to open the gate for a medical emergency. Fairfax City and County EMS teams are being retrained and updated on the use of the Knox key and entry code to gain entrance into the community.

VI. Committee Reports

a) Covenants:

- Chairman Annie Patenaude reported that the recent Walk Around Inspections have been completed and homeowners have been notified of external repairs that need to be made to their properties. Of the 40 homes, only 6 have continuing issues. Homeowners have received notices that these improvements must be made within 6 months.
- Vehicle parking in visitor lots continues to be a problem. Currently the Committee is issuing short term parking permits for guests of residents in the Visitor Lots. This will require the visitor to display the permit on the dashboard. Vehicles not meeting these requirements may be towed. Finding alternative solutions to this problem is ongoing. Codes are being updated to reflect these changes.

b) Communications Committee

Chairman Frank McGann reported that the Newsletter was published last week and asked for residents to update any new data for the next edition.

c) Finance Committee

Chairman Aaron Fox reported that revenues and expenses were right on target based on the latest (August 2016) Monthly Financial Report prepared by AAA Management. Aaron noted that our Accounts Receivables is at zero meaning all assessments have been paid. One home has even paid forward.

d) Grounds Committee

New Chairman Mikal Meyer reported that the fall planting and pruning will begin soon. If there are special pruning needs, she will relay the information to CLS.



e) Social Committee

Chairman Barbara Petersen announced that the 8th Annual Octoberfest will be held as usual at the fountain in October. The date will be announced soon but she is looking at either October 2nd or October 16th. The Annual Christmas party will be December 4th beginning with lighting of the fountain. A home is still needed for this event.

VII. New business:

The only new business was the approval of the 2015 Audit. Aaron explained that the audit showed the Association was conducting business normally and in accordance with approved standards. Aaron moved that the 2015 Audit be approved; Jim seconded the motion; and the motion was approved unanimously.

Tom discussed, briefly, the preparation of the 2017 Budget will begin soon. It is anticipated that there will need to be increase in quarterly dues as the electric gate warranty will be up at the end of 2016 so routine maintenance of the gate (not covered by Reserves) will have to be added into the budget. Additionally, the Association will need to do a complete Reserve Study in 2017 as the current Reserve Study is now 5 years old.

VIII. Citizens' Time

Jim Fulbrook recommended we contact the Church to see if overflow parking can be made available at the Church parking lot for those with too many vehicles or with extended stay guests. Tom indicated he will speak with Pastor Andy Lloyd.

IX. The meeting was adjourned at 8:08PM. The next meeting will be held on November 15. The location of the meeting has not yet been determined.

Respectfully submitted,
Nancy Webster, Secretary