

**Rolling Valley Section 8-D
HOA Annual Membership Meeting
Wednesday, 12 November 2019**

Minutes

Location: Springfield Government Center

Board Members Present

Dennis Kurre –President	Jeffrey Lins
Michael Graves – Vice President	Alisa Goetz
Jonathan Clough – Secretary	Lisa Nelson
Ruth Ann Hoel – Treasurer	Gabi Kreuzscher
Tom Blume	

Homeowners Present: 7 (see attendance list)

Proxies Received: 21

Call to Order: Dennis Kurre called the meeting to order at 7:00 PM and began the meeting by introducing the current Board.

Treasurer’s Report: Ruth Anne Hoel presented the current budget report as of 10/31/19, reflecting expenses to date of \$3,877.24 and a Cash Reserve of \$16,029.93. Expenses are running under budget by approximately \$2,000, primarily because the annual tree cutting service has not occurred (budgeted for \$2,000). The expected cost for this year’s service is \$830, meaning the HOA should end the year with expenses about \$1000 under budget. There still remains one homeowner out of our 191 who has not paid 2019 dues to date.

Old Business:

- **Significant rise in annual dues delinquencies:** Dennis Kurre discussed the increased number of overdue and delinquent payments for the HOA’s annual dues this past winter and the challenge it’s presented to the Board. In stark contrast to many previous years where we typically had 1 or 2 households late paying their dues, this year we experienced 31, and one homeowner remains delinquent and still unlocated. Dennis recounted how the Board spent numerous hours of personal time attempting to make personal visits to homeowners and sending multiple email and physical mail reminders. He reminded attendees that non-payment *may* result in a number of potential punitive measures:

- A lien being placed against the property, or
- A collection agency employed to collect unpaid dues, late fees, and their own expenses for collection, and/or
- A delinquency settlement at the time of sale of the property, potentially delaying it

Dennis sought input from the attendees on how we could avoid this challenge in the years ahead. Several homeowners indicated confusion between the HOA and the WKCA as well as confusion caused by the apparent disconnect between the HOA's official name ("Rolling Valley Section 8-D") and the more familiar "Winston Knolls" term used to describe the neighborhood. One suggestion was to stamp future mailing envelopes with a boldface label indicating "response required" or "mandatory payment due", or something similar to ensure readers wouldn't just throw the envelope away as junk mail. A couple homeowners also expressed confusion about the borders of the HOA vs. those of the Civic Association. Jonathan Clough recommended folks take a look at the HOA website, where we have a Google Map plug in depicting the HOA borders, as well as the locations of the common lands.

In response to the inputs regarding physical mailers, Dennis Kurre and Michael Graves reminded attendees that our objective is to transition from physical mail to email correspondence in order to reduce the time and expense of printing and stuffing envelopes twice a year for the annual dues as well as the annual membership meeting. Michael Graves reported that we currently have email addresses for 160 of the 191 homes in the HOA and will continue to try to collect addresses for the remainder of the members. Dennis Kurre noted that one homeowner specifically requested that he continue to receive physical mailers.

- Neighborhood Cleanup Events: Tom Blume, who also serves as the President of the WKCA, reminded attendees about the two neighborhood clean up events that the HOA and the Civic Association offer residents: the HOA-funded "dumpster day" in the Spring, which accepts yard waste, and the WKCA-sponsored, Fairfax County-funded large item pickup days at OHES in both the spring and fall, which do not accept yard waste, but do offer shredding services.
- Blocked runoff conduit under Arley Drive: A couple residents inquired about whether the HOA is responsible for cleaning up the accumulated debris that is currently blocking the stormwater runoff conduit that runs beneath Arley Drive. Michael Graves informed the group that it was a County responsibility, and that he'd already submitted a work order for the issue. Tom Blume encouraged others to submit work orders as well, with the objective of motivating the County to take prompt action,

given that the blockage is resulting in pooling water of increasing depth, representing a safety hazard. Tom offered to contact Pat Herrity's office as well. (**Action Item**)

- **Pipestem signage:** Another question raised by a homeowner in attendance regarded responsibility for replacing weathered and illegible address signs for pipestems, specifically one such sign on Flower Tuft Ct. The Board's view was that this was the collective responsibility of the homeowners on the pipestem itself. Tom Blume volunteered to confirm with the County that this was indeed the case. (**Action Item**)
- **Annual Tree Survey:** Michael Graves reported that he had already conducted the walk around the Common Area with an arborist from Freedom Tree Service and identified one tree that needed to be felled. He informed attendees that if they had trees that needed care, they could potentially take advantage of the fact that Freedom Tree Service would be coming to the neighborhood for the HOA service and reduce the cost of scheduling them on their own. Michael indicated that Freedom was expected to perform the service in the next several weeks.
- **Web Site Update:** Jonathan Clough briefly summarized the improvements to the HOA's website, including a GoogleMaps plugin to view the HOA boundaries, an event calendar, useful community links, as well as email signup.

New Business:

The only official new business conducted at the meeting was the Election of Board Members for 2020. Dennis Kurre appealed to the audience for volunteers to fill some positions on the Board to relieve some of the current members and broaden the representation from newer homeowners. No homeowners in attendance volunteered to join the Board, however, so Dennis inquired whether the current Board members would be willing to continue to serve, which each of them did. A motion to accept the existing Board serving through 2020 by acclamation was approved. The elections for specific offices on the Board will be an order of business in the January 2020 meeting, which was scheduled for 20 Jan 2019, 19:00 at Dennis Kurre's home.

The meeting adjourned at 7:57 pm.

Action Items for the Board:

- Contact Pat Herrity's office to inquire about the responsible County office for the blocked stormwater conduit under Arley Drive (Tom Blume)
- Contact the County to determine who the responsible party is for replacing signage for pipestem entryways. (Tom Blume)

Attachments:

Treasurer's Report



10-31-19 HOA
Financial Statement.p

Attendance & Proxies



11-12-19 HOA
Annual Mtng Attenda