

**MINUTES OF MAY 23, 2024  
BOARD OF DIRECTORS MEETING  
QUAKER HILL COMMUNITY ASSOCIATION**

**CALL TO ORDER**

The meeting held via teleconference (Zoom Meeting), was called to order by President Marci Greenberger at 7:02 PM.

**BOARD MEMBERS PRESENT:**

Marci Greenberger, President  
Rose Gillespie, Treasurer  
Lennin Lopez, Secretary/ARHA Director  
Mark Vaughan, Director

**BOARD MEMBERS ABSENT:**

Dominique Mack, Vice-President

**OTHERS ATTENDING:**

Jody Lee, SFMC  
Sabrina Duncan, SFMC  
Sergeant Matthew O' Malley, left meeting at 7:15pm  
Karim Ani, left meeting at 8:24pm  
Paul Hoftzyer, left meeting at 8:24pm  
Jackson M, left meeting at 8:24pm  
Emanuelle Pecora, left meeting at 8:24pm  
John Sesler, left meeting at 8:24pm

**POLICE REPORT:** Sergeant Matthew O'Malley shared the crime statistics for the immediate area. He informed all attendees that the statistics show that overall crime is up 12.5% from last year. If anyone wishes to reach out to Sergeant O'Malley, [matthew.omalley@alexandriava.gov](mailto:matthew.omalley@alexandriava.gov) or 703-298-4487.

**OPEN FORUM:**

- A homeowner asked what the process is to make an update to the exterior of their home.
  - The Board replied to visit the community website, [www.qhca.org](http://www.qhca.org), download and complete the ARC application and return to SFMC.
- A homeowner kindly asked the Board to remind all residents that the dumpsters located behind the Quaker Hill condominium building is strictly for condominium owners/residents.

**COVENANTS:** The Board would like to remind all residents that property inspections for this year have begun. Please power wash your units including driveways, stoops and window lentils. These items will prompt a violation.

LANDSCAPING: The Board will conduct a community walk through before the end of summer to identify which fall plantings will take place.

PARKING: The Board would like to remind residents that to utilize visitor parking, the resident's vehicle must be registered.

APPROVAL OF MINUTES: The Board reviewed the April 2024 meeting minutes. Mark motioned to approve the minutes as amended; Rose seconded. The Board unanimously approved the April 2024 meeting minutes.

FINANCIALS: Rose informed all attendees of the current financial situation for the HOA.

- The FLOCK camera contract was approved in April and will be reflected in the May financials.
- The Board is currently holding a little more in cash than normal as they wait for an update on the pond dredging repairs needed.

NEW BUSINESS:

- The Board reviewed a proposal submitted by D&D to remove a leaning tree near the condominium association for \$1,200.
  - Rose moved to accept the proposal; Lennin seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by District Builds to pressure wash sidewalks, curbs and gutters throughout the community for \$4,480.
  - Rose moved to accept the proposal; Mark seconded. The Board unanimously approved.
    - The Board discussed reimbursing residents \$15 should their water spigot be needed by vendors' pressure washing.
      - Rose moved to approve; Mark seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Mike Lee & Sons to pressure wash the clubhouse, surrounding sidewalk and caulk any open gaps on the porticos for \$1,300.
  - Rose moved to accept the proposal; Lennin seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Mike Lee & Sons to pressure wash and seal the 6x6 wooden stairs and walls for \$1,325.
  - Mark moved to accept the proposal; Rose seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Hann & Hann to replace 2 of the clubhouse windows for \$3,720.
  - Rose moved to accept the proposal; Lennin seconded. The Board unanimously approved.
- The board reviewed a proposal submitted by Katchmark to replace gutters and downspouts at the community center for \$1,820.

- Rose moved to approve the proposal; Lennin seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by J-Hood to repair items from the maintenance inspection including adding a support strap to hold up the duct board in the attic and to only clean the old system's condenser coils not to exceed \$1,315.75.
  - Rose moved to approve the proposal; Lennin seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Hydro-Tech for irrigation maintenance for 2024 for \$800.
  - Rose motioned to approve the proposal; Lennin seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Marquez Landscaping to prune trees by the pool, including the photinias for \$720.
  - Rose motioned to approve the proposal; Lennin seconded. The Board unanimously approved.
- The Board discussed the proposed to construct the erosion/drainage improvements as shown in the plats submitted by Kimley Horn
  - The Board requested that Jody put out an RFP as the work would need to be completed by a landscaping company.
- The Board ratified the following votes that were done electronically prior to the meeting:
  - Pool bathroom cleaning by Maid Services for \$450
    - Rose motioned to approve; Mark seconded. The Board unanimously approved.
  - Authorize Jody to purchase used pool furniture from another community for \$1,100.
    - Rose motioned to approve; Mark seconded. The Board unanimously approved.

POOL: Everything is ready to go for the pool opening. The mobile app by Pool Entry is not ready yet so all residents will need to utilize the website for the time being.

PRIVILEGED: Rose moved to convene in executive session to consider personnel matters; consult with legal counsel, discuss, and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations. Mark seconded. The Board entered executive session at 8:25pm.

Rose motioned to move out of executive session at 8:49pm; Lennin seconded. The Board unanimously approved to move out of executive session.

The Board discussed a hearing that took place regarding a covenant's violation. The result of the hearing is that the Board will grant the homeowner a 60-day extension to cure the covenants violation, due by July 24, 2024. Should the violation not be cured by then, the homeowner will incur the allowable daily charges.

- Lennin moved to accept this decision; Rose seconded. The Board unanimously approved.

The Board has rescinded a motion made on April 25, 2024, by D&D Tree Care and Landscapers to remove a willow tree in the common area between 1214-1216 Dartmouth Rd for \$2,480

The new motion will allow each homeowner to cut the roots of the tree that are on and affecting their property, and remove any liability from the homeowners regarding the tree.

- Rose moved to accept this decision; Lennin seconded. The Board unanimously approved.

ADJOURNMENT: Rose moved to adjourn; Lennin seconded. The Board unanimously approved to adjourn at 8:52pm.

NEXT MEETING: Scheduled for June 27, 2024, at 7:00pm.

Respectfully submitted,  
Lennin Lopez, Secretary/ARHA Director