

**MINUTES OF OCTOBER 26, 2023
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting held via teleconference (Zoom Meeting), was called to order by President Mary Beth Cockerham at 7:00 PM.

BOARD MEMBERS PRESENT:

Mary Beth Cockerham, President
Marjorie Stein, Vice President
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director
Marci Greenberger, Director

OTHERS ATTENDING:

Jody Lee, SFMC
Officer Matthew O' Malley, left meeting at 7:08pm
Colette Kolanko, left meeting at 8:00pm
Paul Hoftyzer, left meeting at 8:00pm
Susan Wolski, left meeting at 8:00pm
Nicole Wickliffe, ARHA; left meeting at 8:00pm
Rickie Maddox, ARHA; left meeting at 8:00pm
Maria Vegega, left meeting at 8:00pm
John Sesler, left meeting at 8:00pm
Dominique Mack, left meeting at 8:00pm
Emanuele Pecora, left meeting at 8:00pm

POLICE REPORT: Officer Matthew O'Malley informed all attendees of the recent crime statistics for the immediate area, with overall crime increasing 21.8% over the entire city. If anyone would like to reach out to Officer O'Malley: matthew.omalley@alexandriava.gov or 703-298-4487.

OPEN FORUM:

- A homeowner informed the Board that light pole number 11 near the pond needs a new lightbulb.
 - The Board responded that it will be addressed.

COVENANTS: The Board informed all attendees that the final inspections have been completed for this year. Also, October 24, 2023 was the final date to log into the portal to mark any deficiencies as complete.

LANDSCAPING:

- The walk through with Bartlett was completed and trees that need trimming were identified. Trimming will be done in quarter one of 2024.
- The landscaping company will begin the fall cleanup next month.

APPROVAL OF MINUTES: The Board reviewed the minutes for the September 2023 meeting. Rose motioned to approve the minutes; Marci seconded. The Board approved the minutes as amended.

FINANCIALS: Rose informed all attendees of the current financial situation for the HOA and provided the new assessments for 2024.

- Single Family Homes: \$118.73.
- Townhomes: \$126.86.
- Condominiums: \$75.54.

Rose met with SFMC to review the 2024 budget and shared it with the Board. Marci moved to accept the 2024 budget; Lennin seconded. The Board approved the 2024 budget with Marjorie abstaining.

PARKING:

- The Board informed all attendees that the go live date for the Parking Boss app is November 15, 2023, with parking signs going up on October 30, 2023.
- The Parking Boss app will address the vehicle/guest parking policy so everyone is aware.

NEW BUSINESS:

- The Board reviewed a proposal submitted by District Builds to replace eight cut off valves \$1,024.00.
 - Marci motioned to approve the proposal; Lennin seconded. The proposal was unanimously approved.
- The Board reviewed a proposal submitted by Marquez Landscaping to install tree stakes in the evergreen trees along fence at 1229 Quaker Hill Drive for \$217.75.
 - Rose motioned to approve the proposal; Marci seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Marquez Landscaping to remove a tree, two stumps and install two Service Berry trees for \$1,884.90.
 - Marci motioned to approve; Marjorie seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Marquez Landscaping to install one Swamp White Oak tree on Ellsworth St. for \$981.83.

- Marci motioned to approve; Marjorie seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by District Builds to replace the pump room heater and the women's bathroom heater for \$1,268.00.
 - Marjorie motioned to approve the proposal; Marci seconded. The Board unanimously approved.
- The Board reviewed a proposal submitted by Bartlett Tree Experts to do tree/shrub work throughout the community for \$15,990.00 + Spring Pest management for \$2,089.50 + Fall Soil Care and Fertilization for \$4,158.00 for a grand total of \$22,237.50.
 - Marci motioned to approve the proposal; Marci seconded. The Board unanimously approved.

UNFINISHED BUSINESS:

- The Board has received different bids for Phase 2A of the erosion project from Kimley Horn. The entire project will cost about 25k – 30k, not including a managing fee for consulting by Kimley Horn of about 7k. The Board has reached back out to Kimley Horn for clarification before proceeding.
- The 2023 annual meeting will be held November 16, 2023, with the mailing reminder going out on October 30, 2023.

PRIVILEGED: Marjorie 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. Marci seconded. The Board entered executive session at 8:04pm.

Marci motioned to move out of executive session at 9:00pm.; Marjorie seconded. The Board unanimously approved to move out of executive session.

ADJOURNMENT: Marci moved to adjourn; Marjorie seconded. The Board unanimously approved to adjourn at 9:00pm.

NEXT MEETING: Scheduled for November 16, 2023, at 7:00pm.

Respectfully submitted,
Lennin Lopez, Secretary/ARHA Director