

QUAKER HILL COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES FOR OCTOBER 23, 2025  
Held via Zoom at 7:00 PM

CALL TO ORDER

The meeting was called to order by Dominique Mack at 7:00 PM.

BOARD MEMBERS PRESENT

Dominique Mack  
Laura Evans  
Rose Gillespie  
Ashley McCurry  
Lester Simpson – Departed at 8:17

Management – Jody Lee

POLICE/LIAISON REPORT

Sergeant Matthew O'Malley provided the crime statistics for the month. Most of the crime was in the shopping center or related to domestic disputes. Part I crime is down 29% since this time last year.

He stated that there have been many complaints of noise from delivery trucks behind the shopping center. There is a request from the noise inspector to document (with photos and date and time) any trucks making deliveries during the prohibited hours of 11 PM and 7 AM. Residents can provide that documentation to Sergeant O'Malley at [Matthew.OMalley@alexandriava.gov](mailto:Matthew.OMalley@alexandriava.gov).

OPEN FORUM

There were no questions or concerns raised during the Open Forum.

COMMITTEES/REPORTS

**ARHA:**

Lester Simpson provided the update. Management at ARHA, including the CEO and Board of Commissioners were recently replaced. They have a waitlist for residents seeking affordable housing and are in the process of relocating some residents from one community to another, based on availability but there were no updates related to specific units in Quaker Hill. Mr. Simpson indicated that he will follow up on the landscaping request made in the last meeting.

**COVENANTS:**

Ashley McCurry and Laura Evans provided the update. The Committee is actively working on the third draft of the updated covenants and design standards. Laura informed the neighbors that although the McCormick website does not list some of our current paint colors, they are still available for order by using the color number.

**ARCHITECTURE:**

Rose Gillespie provided the update. The final requests in queue will be closed out this week.

**LANDSCAPING AND GROUNDS:**

Caroline Morris and Rose Gillespie provided the update. A clean-up day will occur on Sunday November 2 to clean up the Halloween trash, with plans to remove some invasive ivy.

An engineer came out to assess the addition of a sidewalk on Quaker Hill Drive. The plans will provide for a sidewalk wide enough for a stroller. The three visitor parking spaces in front of the construction area will be unavailable for about three business days (during the day only). The owner(s) of the two adjacent resident spaces will be notified. He will provide an estimate soon with hopes of possibly completing the

work prior to Thanksgiving. For the first year after installation, no salt can be used on the sidewalk in the winter (only sand). The Board will plan to post some signs there to ensure the snow contractor is aware.

#### **PARKING:**

Dominique Mack provided the update. There has been increased compliance. There is one vehicle that has been repeatedly violating the rules and that may be addressed further in accordance with our Parking Resolution and Bylaws.

#### **SNOW:**

Dominique Mack provided the update. The snow contract was approved during the last meeting. The snow committee has members placed around the community who can call in when plowing is necessary.

#### **APPROVAL OF MINUTES**

The Board reviewed the minutes from the September 25, 2025, meeting.

***Laura motioned to approve the minutes; Rose seconded. The Board Members unanimously approved the minutes (5-0-0).***

#### **FINANCIAL MANAGEMENT**

- Rose Gillespie shared the September 2025 financials and Treasurer's report. There were some pool maintenance, legal, and insurance expenses. The erosion on the signage on Yale Drive was addressed as were some broken light poles.
- One CD matured at a 3.59% rate and \$70,000 was reinvested.

#### **CONTRACT SERVICES/PROPOSAL**

##### **Annual Tree & Shrub Work**

- One proposal was received from Bartlett Tree Experts for the \$17,009 which includes the annual shrub and tree work, scale treatment, and soil treatment, to be done in 2026.

***Laura motioned to approve the proposal; Rose seconded. The Board Members unanimously approved (5-0-0).***

##### **Due Process Resolution Update**

- An updated Due Process Resolution was submitted for Board consideration by Chadwick & Washington.

***Rose motioned to approve the resolution; Laura seconded. The Board Members unanimously approved (5-0-0).***

##### **Landscape Enhancements**

- One proposal was received from Marquez Landscaping LLC to add mulch to the Community on an ongoing basis based on time and materials.

***Rose motioned to approve the proposal; Laura seconded. The Board Members unanimously approved (5-0-0).***

##### **The Report from Four Twelve Roofing**

- The Report from Four Twelve Roofing for the inspection of the Club House Chimneys was not available at the October 23<sup>rd</sup> meeting. It will be considered once it becomes available.

#### **RATIFICATION OF EMAIL VOTES SINCE LAST MEETING**

There were no email votes since the last meeting.

#### **UNFINISHED BUSINESS**

Trickle Stream

- Discussion of maintenance which may be needed for the Trickle Stream to review the flow and possible pond debris intake. Management will look into the situation.
- Pond
- There is quite a bit of algae in the pond. A scheduled maintenance on the pond on October 18<sup>th</sup> and a treatment was applied.
  - Additional plantings will occur around the pond in the Spring.

#### NEW BUSINESS

##### TMP Report

- In October 2025, one resident contributed for a total payout of \$400. The balance in the account is \$3,900.

#### EXECUTIVE SESSION

***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; Laura seconded. The Board entered Executive Session at 8:15 PM.***

***Rose moved to move out of Executive Session; Laura seconded. The Board reconvened into General Session at 8:56 PM.***

#### RECONVENE INTO GENERAL SESSION

***Laura moved to adopt the 2026 Draft Budget with fees at \$137.43 for townhomes, \$128.32 for single family homes, and \$81.79 for condominiums; Ashley seconded. The Board Members present unanimously voted to adopt the 2026 Draft Budget (4-0-0).***

***Rose moved to adjourn; Laura seconded. The Board members unanimously voted to adjourn at 9:02 PM.***

NEXT MEETING: The next meeting is the Annual Meeting of the Members, live at the Quaker Hill Clubhouse scheduled for November 20, 2025, at 7:00 PM.

Respectfully submitted,  
Ashley McCurry, Secretary