

DRAFT MINUTES SSHOA 09/22/16 GENERAL MEMBERSHIP MEETING

SSHOA Board Attendees: Donna McCraith, Vice President, Rich Riordan, Secretary, Cynthia Cole, Treasurer, and Dan Germain, John Giuliani, and Greg Milonovich members. Stephen Buckner, President, and Jon Carlo Trujillo, and Patrick Kiser members were unable to attend

1. The meeting came to order at 7:30 pm. These minutes reference and follow the order of the slides in the annual meeting briefing, which has been posted to the SSHOA Web Site and attached to these minutes. The briefing was presented by Donna McCraith, Vice President, Cynthia Cole, Treasurer and Dan Germain.

The next Board Meeting is 10/12/2016 in room #1 in HVES. The Board meets quarterly on the second Wednesday of January, April, July and October. To reiterate all are welcome to attend the board meetings, which are also announced on the web site. The next general membership meeting is tentatively schedule for late next summer.

The Agenda:

Review and approval of 2015 general membership meeting minutes.

Welcome and Review of 2015-2016 (SSHOA) Board Activities.

Financial Report.

Capital Improvement Plan.

Housing Market Update.

Election of 2016-2017 SSHOA Board.

Open Discussion.

The minutes of the last General Membership Meeting on 09/24/2015 on the motion of Jim Askew were approved as corrected.

2. SSHOA Activities

Maintain and upgrade all common areas and grounds

Collect dues and pursue liens against non-payers.

Carry liability insurance on all common property.

Enforce the By-Laws and Covenants.

Resolve issues brought to the attention of the Board.

Comply with County, State and Federal laws,

IRS

Homeowners Packets

Chesapeake Bay Watershed Act and Fairfax County restrictions.

The SSHOA does **not** settle disputes between neighbors or enforce Fairfax County's regulations.

3. Financial Statement. Cindy presented the treasurers report. Our 2015 expenditures were \$23,895.20. We budgeted \$23,276.00 for 2016 including \$14,742.82 for the Capital Reserve Fund, and have spent or projected \$23,240.62 as of 09/22/2016. The

association's financial statement as of September 14, 2016 shows \$29,584.23, end of year projection \$14,686.41, for general use and \$70,233.62 end of year projection of 85,131.44 in the Capital Reserve. In addition, \$24,103.50 collected from mini-court residents is reserved for the sole use by the 8 individual mini-courts for maintenance. The total projected bank balance is \$99,817.85. An audit has been done on our books and they are in excellent condition.

4. 2016 Budget. The proposed 2017 budget of \$23,176.00, slide 6 of the briefing, was approved unanimously by the members attending.

5. Capital Improvement Plan. The capital reserve looks out 10 years and includes all the components of the common areas that need periodic major repairs and improvements. The plan is based on the assumption that the annual assessment remains at \$120 per year; that the normal routine expenditures for maintenance, insurance etc. continue; that the plan will be reviewed annually and reported to the membership; that no funds from the capital reserve will be spent without approval of the members attending a general membership meeting

The major components of the common area covered in the Capital Improvement Plan, are: The tennis courts. The basketball court. The paths and stairs. The entrance wall and grounds. The tot lot. The paths, stairs, and tot lot have been replaced or had major repairs within the past 8 years. The major components most in need of upgrade are the tennis courts and the basketball court.

There were no major expenditures this year.

The 10 year Capital Improvement Plan (CIP) is detailed on slides 7 through 13 of the briefing. The next major expenditure occurs in 2017 with the upgrade of the tennis courts, which will be reapproved by the membership before the project starts.

6. 2014-2015 Accomplishments.

Collected all dues for 2016; 8th consecutive year.

Passed audit

Upkeep of Neighborhood

Removed leaves and trees and cut grass, edged sidewalks.

Maintenance on path rails and bridge.

Clean up playground and Arley front entrance.

Langsford Court path steps repaired.

Conducted our annual spring cleanup.

7. Real Estate Activity. Donna presented an encouraging housing market update giving recent sales and prices in Springfield Station. A total of 5 houses have sold. See Slide 16 for details.

8. Election of the New Board. The 8 home owners who volunteered to serve on the Board are: John Giuliani, Donna McCraith, Rich Riordan, Dan Germain, Stephen Buckner, Cynthia Cole, Jon Carlo Trujillo and meeting volunteer, Geoffrey Ballow.

The membership by unanimous consent elected the 8. Officers will be chosen by the Board at its next meeting as provided for in the bylaws. We need one more member to fill our remaining vacancy.

10. Open Discussion Items.

A. Architectural Committee. Our current practice is to ensure any construction or other projects conform to county regulations and codes. Patrick Mazie volunteered to write implementing instruction for maintenance and appearance and then enforce them.

B. Shoveling Snow. There was discussion on removing snow from the sidewalks in front of the tennis courts and across the street so that school kids would have a safe place to walk.

C. Raising Dues. It was recommended that we raise dues each year to cover inflation. This will require a membership vote.

D. Relooking the Tennis Courts Project. It was suggested that we review the the proposal we had chosen to improve the use and longevity of the facility.

The meeting was adjourned and we went home at 8:05 pm.

Respectfully submitted

Rich Riordan, Secretary

Attendees at 9/22/16 SSHOA Annual Meeting.

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|---------------------------------|--------------|--------------------|
| Tom McIntyre and Vicky Johnson. | Jim Askew | Patrick Mazie |
| Martha Kiene | Tom Verdin | John Corbett |
| Taylor Chasteen | Marc Points | Vudi Styron |
| Joyce Giuliani | Jim Klein | Charles McClelland |
| Meherzuo Poen Msusso | Bruce Irvine | Goeffrey Ballow |
| Steven Lee | | |

The 6 Board members attending are listed at the beginning of these minutes.