

WOODSTREAM HOMEOWNERS ASSOCIATION (WHOA)
ANNUAL MEETING MINUTES
TUESDAY, OCTOBER 29, 2013

The following WHOA Board members were present:

- Michael Hoover, President
- Vanessa Hohenwarter, Secretary
- Elizabeth Ogden, Treasurer
- Steve Kewer, ACC Co-chair
- Carol Robinson, ACC Co-chair
- Stu Funk, Director
- Holly Fryburger, Director

A quorum of the WHOA community is required to conduct official business. President Hoover counted the attendees at 7:33pm. Twenty-seven homes were represented by attendees and seven proxies were collected for a total representation of thirty-four residences.

As such, the WHOA does not have a quorum to conduct official business and the Annual Meeting was conducted merely as an informational meeting. Hoover called the meeting to order at 7:35pm.

AGENDA

(1) Introductions

The WHOA Board members introduced themselves to the residents in attendance. A question was broached about the absence of a quorum. It was requested that the Board members go door-to-door throughout the community to collect proxy letters from residents who could not attend the Annual Meeting. The attendees were reminded that we all share the neighborhood and, as such, every resident has both the opportunity and the responsibility to ask their neighbors for proxy letters in order to increase the likelihood of a quorum at annual community meetings.

(2) Treasurer's Report

Treasurer Ogden distributed and explained the WHOA Profit & Loss Through September 2013. Ogden stated that the WHOA operates on a calendar year and that the first column on the handout is the actual activity to include dues that have been collected as well as expenses that have been paid through the end of September 2013. The second column is the approved annual budget for 2013. Ogden explained that the WHOA is currently on budget in all but two categories: snow removal (less than budgeted) and tree removal (more than budgeted). Ogden stated that the WHOA expects to remain on budget during the final three months of the year. Ogden noted that, if this is done, the WHOA will have a net of \$17,729.72. The highlighted column is the proposed budget for 2014. Ogden explained that the amount of dues that the WHOA is projected to collect will increase 5% to \$144.20/quarter. Ogden stated that no major adjustments were made to the expense items for 2014. Ogden elaborated that the

Board felt that the WHOA should still budget \$10,000 for tree work due to emergencies and other unexpected happenings that occur with regards to the trees within the community. A final item called to attention was the fact that the WHOA added another \$30,000 to its CD which brings the total of the CD to \$103,000.

A question was asked with regards to the increase in lawn service fees. It was explained that the community lawn service contract now includes an area along Pohick Road and, also, Tot Lot maintenance which were not formerly part of the budget but have recently been added.

A question was asked about the potential of using solar electricity throughout the community. It was explained that the community's electric, billing and garbage contracts are contracts on which we receive competitive bids. Any resident is welcome to speak with a service provider about other options and propose a plan to the Board at an upcoming Board meeting. It was suggested that we invite Dominion Virginia Power to a Board meeting to give them the chance to assess our light quality, for example, and explain their potential services.

Regarding the 5% dues increase, Hoover commented that, as can be seen, it is difficult to get a quorum at annual meetings and a quorum is necessary in order to be able to vote on a Special Assessment on the townhouse streets. The current idea is to stick any extra money in the bank toward the eventual repaving of the townhouse streets. One way or another, the townhouse streets need to be repaved within the next five years and it is likely to cost in excess of \$200,000. So the need to build up our capital reserve is evident. The purpose of the dues increase is to build up our capital reserve for this project over the next couple years. A question was asked about the length of time it would take to build up our capital reserve to reach our goal. Noting that it could take some time, it was recommended that we, as a community, appeal to our neighbors who live in the townhouses and those that are not totally happy with the condition of the streets there. It may be necessary to explain to others what the options are: 1) drag out the accrual of money with 5% increases over the next five years or 2) attend a meeting that enables us to vote on a Special Assessment. Hoover noted that, with the economic downturn, the Board figured people were not in the mood for a Special Assessment. Hoover also explained that there is always the option to take out a loan; however, loans are not easy to get these days. Lastly, Hoover reminded everyone that we don't want to raid the entire WHOA savings for this project.

With regards to tree expenses, it was explained that the WHOA has had a program that first involved the maintenance of the trees in the front areas of the community. This year, the WHOA tackled the trees behind the fences in the townhouse area and by the Tot Lot. It was noted that we are privileged to live in a community with many mature trees; however, because of this, trees are always going to be a big expense for the WHOA. It was also acknowledged that, where we have been cutting down a lot of trees, it will also be necessary to develop a plan to plant some trees to replace the ones we have removed.

The fact that the WHOA does have a few residents that are severely overdue in paying their dues was raised. The Board explained that they started working with one homeowner to try to resolve that situation and they have developed a plan to try to work with others. The Board noted that it has taken

more of an active approach with delinquent residents to work out repayment plans. It is the hope of the Board that delinquencies will be recognized quicker in the future and addressed before they snowball.

A question was posed about the possibility of paying WHOA dues electronically to include via Paypal or another similar means. Director Funk noted that he has addressed this question in the past but that he cannot recall the specific reason(s) why MJF Associates does not consider this to be a possibility. As such, Funk agreed to look into the various payment options to include providing two or three options for moving money from point A to point B. The Board agreed to include an article with the information that Funk found in the next newsletter and to post the information on the WHOA website.

(2) Architectural Committee Report

ACC Co-Chair Kewer stressed that, as usual, the Spring Home Inspection revealed that the majority of residents take care of their properties. However, there are a couple of homes within the community that are in need of desperate repair. The Board has reached out to the homeowners of these homes in many different ways. Most recently, the Board has identified and focused on the “dirty dozen” homeowners and is making a concerted effort to work with the homeowners to get some repairs made.

The majority of e-mails the Board receives are regarding trash can violations. Several residents have been fined for the violations and the fines have been paid.

The Board will schedule its biannual dumpster drop-off for Veterans Day weekend. As a reminder, the WHOA orders a dumpster to be dropped off in the community twice a year as part of our trash contract. The Board revisited this year’s Community Clean Up and explained some of the work that was accomplished in the woods behind Forest Path. The community was reminded that junk pickup at the curb is FREE (with certain restrictions) on Wednesdays as part of the recycling pickup.

Leaf pickup is scheduled for the first week in December.

(3) Additional Information

The community members discussed ways to spread the word about the WHOA website to include providing a screen shot depicting how to register for community updates in the next newsletter and the possibility of including a memo that addresses important information in the MJF Associates bills every now and then. It was also noted that the Board continues to post written notifications on the sandwich boards at the entrances of the community. Kewer was commended for building new sandwich boards for the WHOA to be used for this purpose.

Hoover notified attendees that he has a “RESERVED” stencil that he can loan to anyone who would like to improve the quality of the “RESERVED” sign on their parking space. Hoover noted that residents are welcome to borrow the stencil and re-paint their sign themselves or else Hoover will help to complete the project.

With Halloween approaching, it was noted that the Fairfax County Police – not the WHOA – should be contacted if any disturbances are observed in the community.

It was acknowledged that the WHOA Neighborhood Watch has not been that active because we live in such a safe neighborhood.

(4) Additional Questions

The Board fielded questions regarding community trees that are encroaching on residents properties, a potential community block party, community outreach events, wildlife in the community, snow removal, grading/sloping/erosion issues, planting grass around the community, the potential of a landscaping committee, sidewalk repairs and sheds.

It was noted that any additional questions can be sent to board@woodstream.org.

Having received no indication of further business to be conducted and with no objection from the Board or the community, the meeting was adjourned at 9:06 pm.