

BOARD OF DIRECTORS MEETING

**Wedn., SEPTEMBER 3, 2008
Southlake Recreation Association
Montclair, VA 22026
7:00 p.m.**

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of August 6, 2008 Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **CLUBHOUSE UPDATE**
 - 2008 Community Events Schedule
Sept. 6 "Concert on the Lawn"
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
 - Annual Meeting November 5, 2008
Proposed 2009 Budget
 - Nominations Chair
- IX. Time and Place of Next Meeting – **Oct. 1, 2008**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 6, 2008**

CALL TO ORDER

The meeting was called to order by Chair Dan Schwemmer at 7:00 p.m., at Southlake Recreation Center, 5070 Higgins Drive, Montclair, VA 22026. Chair Schwemmer declared a quorum with the following in attendance:

Daniel Schwemmer	Anthony Brannan
Robert Ronnell	Lynne DeWitt
Lin R. Stauffer (Manager)	

Homeowners Forum:

There were no other homeowners in attendance.

MINUTES

MOTION #08-24 Lynne DeWitt made a motion to approve the July 2, 2008 meeting minutes. Anthony Brannan seconded the motion. Motion passed unanimously.

MANAGERS AND TREASURER'S REPORT:

Manager presented Budget, Income Statement and Disbursement Reports (as of 7/31/08). Balances in accounts total \$364,593.82 Reserves Balance, as of 12/31/06 \$223,617.00.

[Attachment A]

Assessments Update:

Manager reviewed legal updates on status of past-due accounts, and garnishments. Accounts receivable total \$6,580 (28 past-due accounts, four of which are in excess of 2008 annual assessment, two of which are bankruptcies) and two foreclosures; \$2,939 in late fees; and \$929 in legal fees. Liens have been placed against lots, and judgements issued on past-due accounts. Board reviewed payments on 0041, rule to show cause acct. 5005 continued to September 4, and foreclosure sale on 4019.

[Attachment B]

MOTION #08-25 Anthony Brannan made a motion to accept the Manager's and Treasurer's Report. Lynne DeWitt seconded the motion. Motion passed unanimously.

MOTION #08-26 Lynne DeWitt made a motion to deny request for waiving of late fees (paid by invoice 7/20/08) on account 4023, with the recommendation that owner contact management prior to 2009 assessments due date to arrange for a payment plan, thereby negating all late fees and attorney fees. Robert Ronnell seconded the motion. Motion passed unanimously.

CLUBHOUSE UPDATE

2008 COMMUNITY EVENTS SCHEDULE

The Board of Directors reviewed and approved the Southlake Recreation and Community Events schedule, and approved entertainment bookings for all events.

POOL UPDATE

The Board of Directors reviewed July attendance pool counts, and noted that the pool high attendance count of 128 was July 3, at 3:45 p.m. The Board reviewed July 19th Pool Swim Night, attendance list and winners of AMC movie tickets. The Board reviewed pool reports and equipment status.

OLD BUSINESS

PWC Police Department Off-Duty Patrols

The Board of Directors reviewed off-duty PWC Police Department patrol logs for July and reviewed proposed schedule for August, 2008.

MOTION #08-27 Tony Brannan made a motion to approve the Prince William County Police Department "Application for Trespassing Enforcement Program". Robert Ronnell seconded the motion. Motion passed unanimously.

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NEW BUSINESS

Landscaping Proposal

The Board of Directors reviewed and tabled Community Landscape Services proposal for addition of sod adjacent to playground pathways, and addition of landscape materials to area adjacent to the Basketball court entrance and asphalt pathway; pending review of the condition of asphalt pathways, and the Fall season.

Clubhouse Repairs

ACTION ITEM: The Board tasked management for a report on roofing, gutter and downspots condition.

Southlake Pool Deck & Pool Repairs

ACTION ITEM: The Board tasked management for a Reserves Status report on 2009 pool whitecoating and repairs to the concrete deck to alleviate water pooling and mold.

ACTION ITEM: The Board tasked management for a proposal on addition of safe-surfacing fiber to the playgrounds in 2009.

Common Interest Community Board

The Board reviewed July 1, 2008, changes to the Virginia Property Owners Association Act, to include the formation of a Common Interest Community Board; requirements for insurance fidelity bond increases, management certification standards, and resale disclosure packet standards.

ANNUAL MEETING

ACTION ITEM: The Board of Directors set the Annual Meeting for Wednesday, November 5, 2008 at 7:00 p.m.

MOTION #08-28 Dan Schwemmer made a motion to appoint Anthony Brannan Chair of the Budget Committee, and Lynne DeWitt Chair of the Nominations Committee. Robert Ronnell seconded the motion. Motion passed unanimously.

TIME & PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors is Wedn., September 3, 2008, at 7:00 p.m. at Southlake Recreation Center, to be followed by a working dinner at Giorgios Restaurant.

ADJOURNMENT

MOTION #08-29 Chair Schwemmer entertained a motion for adjournment at 8:00 p.m. Tony Brannan seconded the motion. Motion passed unanimously.

Respectfully submitted,

Lin R. Stauffer, Manager
Secretary/Treasurer
At the request of the Board of Directors

Attachments