

BOARD OF DIRECTORS MEETING

Thursday, NOVEMBER 3, 2011
7:00 p.m.

Southlake Recreation Association
Montclair, VA 22025

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of **October 6, 2011** Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **CLUBHOUSE UPDATE**
 - *2011 Community Events Schedule*
- VII. **OLD BUSINESS**
 - Tennis Court & Basketball Court warranty repairs
Guardian Inspection
 - Broadleaf weed control "Imprelis" – Dupont Inspection for
Impact on Norway Spruce & White Pines
- VIII. **NEW BUSINESS**
 - Landscaping Improvement Proposals
(2nd Yr. of 3-Year Community Landscape Services Contract)
 - 2012 Pool Management Contract
 - 2012 Financial Management Contract
 - 2012 Snow Plowing Contract
 - Annual Meeting December 1, 2011
Budget Committee
Nominations Committee
- IX. Time and Place of Next Meeting – **January 5, 2012 (Thurs)**
- X. Adjournment

OLD BUSINESS

Tennis Court & Basketball Court warranty repairs

Manager advised that she has met with Tennis Court Inc. regarding warranty repairs to the Tennis and Basketball courts. Guardian performed an inspection August 5, 2011 and will perform necessary warranted repairs.

ACTION ITEM: Manager advised that Guardian is scheduled for necessary warranty repairs. Manager advised that painting of the tennis courts, for purely aesthetic purposes, would cost approximately \$7,000. The Board concurred that the Association should wait until Spring, 2012 to perform warranted Guardian crack repairs; and wait to paint the courts until such time as resurfacing of the tennis courts is slated on the Reserve Study.

Declining Norway Spruce and White Pine Trees

Manager advised that multiple Norway Spruce and Pine Trees on the property are in stages of decline and death. It has been determined that Community Landscaping Services (CLS) applied Dupont "Imprelis" broadleaf weed control in Spring, and it has been determined this chemical root absorption had unfavorable impact on these two tree species.

Management has documented trees with CLS and is awaiting inspection by Dupont to determine reimbursement. Board members reviewed correspondence from Dupont Professional Products reference independent certified arborist companies engaged to evaluate claims and Community Landscape Services.

Manager and Board members reviewed Chadwick, Washington, et.al. letter of intent to Community Landscape Services (regarding dead and declining Norway Spruce and White Pines) for response within thirty days.

ACTION ITEM: Manager advised that Community Landscape Services (CLS) has hired an independent Arborist, who has prepared a complete mapping, photography and listing of all impacted trees, said reports to be submitted to Dupont Chemical by projected deadline of November 30, 2011, for requested reimbursement to the Association. CLS collected soil and plant samples and stored for future reference.

ACTION ITEM: Manager will meet with CLS to design landscaping proposals for those areas impacted by Imprelis. CLS will remove dead trees and stumps, in conjunction with the landscaping proposals. Landscaping improvements will be completed prior to December 31, 2011.

CLUBHOUSE REPAIRS

ACTION ITEMS: Manager advised the following completion: replacement of the Steel entry door into the Pool facility; replacement of the attic ladder with an aluminum attic ladder, drywall and paint repairs to the pool office, in conjunction with the replacement of new security shutter; and repairs to kitchen drawers, ice maker and garbage disposal.

NEW BUSINESS

ANNUAL MEETING

MOTION #11-48 Chairman Dan Schwemmer made a motion to schedule the Annual Meeting for December 1, 2011. Anthony Brannan seconded the motion. Motion passed unanimously.

Budget Committee

MOTION #11-49 President Anthony Brannan made a motion to approve the Proposed 2012 Budget with no increase to the annual assessment. Lynne DeWitt seconded the motion. Motion passed unanimously.

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Nominations Committee Chairman Garth Miller will canvas for additional nominations to the 2012 Board of Directors. Lynne DeWitt submitted her resignation from the Board of Directors, effective December 31, 2011.

TIME & PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors is **Thursday, November 3**, at 7:00 p.m. at Southlake Recreation Center.

ADJOURNMENT

MOTION #11-50 Chairman Schwemmer entertained a motion for adjournment at 8:20 p.m. Anthony Brannan seconded the motion. Motion passed unanimously.

Respectfully submitted,

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

Attachments