

BOARD OF DIRECTORS MEETING

**Thursday, MARCH 3, 2011
7:00 p.m.**

**Southlake Recreation Association
Montclair, VA 22026**

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of ***February 3, 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**
- VIII. **NEW BUSINESS**
- IX. Time and Place of Next Meeting – **April 7 (Thurs)**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
February 3, 2011**

CALL TO ORDER

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

Anthony Brannan Lynne DeWitt
Garth Miller Lin R. Stauffer (Manager)

HOMEOWNERS FORUM

James Harding 15473 Port Washington Court 703-583-4771

MINUTES

MOTION #11-01 Lynne DeWitt made a motion to approve the November 4, 2010 Board meeting minutes. Garth Miller seconded the motion. Motion passed unanimously.

ACTION ITEM: The Board reviewed the Draft 2010 Annual Meeting Minutes.

MANAGERS AND TREASURER'S REPORT:

Manager presented Budget, Income Statement and Disbursement Reports (as of 12/31/10). Balances in accounts total \$268,172. Reserves Balance, as of 12/31/09 was \$260,989. Manager entertained Budget questions from Board members. ***[Attachment A]***

Assessments Update:

Manager reviewed legal updates on status of past-due accounts, and garnishments. Past-due accounts receivable total \$4,001 (to include six past-due accounts in excess of 2009 annual assessments, two foreclosures and two bankruptcies); \$1,605. in late fees; and \$2,354. in legal fees. Liens have been placed against lots, and judgments recorded on all past-due accts. ***[Attachment B]***

The Board reviewed January 11, 2011 collection updates from Compton & Duling L.C. reference January 6 and March 3 and 17, 2011 court dates

ACTION ITEM: Manager will continue to follow up on past-due accounts.

MOTION #11-02 Anthony Brannan made a motion to accept the Manager's and Treasurer's Report. Lynne DeWitt seconded the motion. Motion passed unanimously.

MOTION #11-03 Lynne DeWitt made a motion to approve payment plan for Account #4039 and disapprove minimal payment plan for past-due Account #4136. Garth Miller seconded the motion. Motion passed unanimously.

MOTION #11-04 Garth Miller made a motion to approve 2010 Audit by Brown & Uvena CPAs. Lynne DeWitt seconded the motion. Motion passed unanimously.

CLUBHOUSE UPDATE

2011 Community Events Schedule

The Board reviewed the community events and bookings schedule.

MOTION #11-05 Lynne DeWitt made a motion to approve the Southlake Recreation and Community Events schedule. Anthony Brannan seconded the motion. Motion passed unanimously.

ACTION ITEM: The Board of Directors recommended cutting back free ice cream coverage on June 19, 2:00 – 3:00 p.m. and July 3 to 1:00 – 3:00 p.m. The Board also recommended a D.J. for the September 3 Labor Day Pool Party.

Dominion Youth Triathlon Team

MOTION#11-06 Garth Miller made a motion to approve request from Dominion Youth Triathlon Team for Pool use Saturdays from 8:00 – 9:00 a.m. at a cost to be determined to cover pool maintenance and employment of a qualified Pool Operator for one hour, and upon submission of a contract and copy of insurance coverage. Lynne DeWitt seconded the motion. Motion passed unanimously.

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OLD BUSINESS

PWC Police Department Off-Duty Patrols

The Board of Directors reviewed off-duty PWC Police Department patrol logs for January, 2011, and approved the proposed schedule for February, 2011. The Board reviewed, discussed and questioned the proposed Contractual Agreement for Off-Duty Detail.

ACTION ITEM: Manager will check with insurance carrier and attorney reference Workman's Compensation coverage.

NEW BUSINESS

Election of Officers

MOTION #11-07 Anthony Brannan made a motion to retain the current slate of 2010 Officers for 2011. Lynne DeWitt seconded the motion. Motion passed unanimously.

Community Yard Sale

The Board of Directors discussed a request from non-profit youth groups for use of the parking lot for Yard Sale. It was noted that MPOA has advertised May 7-8 weekend as Montclair's Yard Sale weekend. May 7 @ 7:00 p.m. is the scheduled date for the Southlake Wine Event in the Clubhouse. May 14 is the scheduled Montclair Garden Club Plant Sale (in the parking lot).

ACTION ITEM: Garth Miller will advise the non-profit group to contact management with any proposals.

2011 Seasonal Pool Passes Offering

MOTION #11-08 Garth Miller made a motion to approve the 2011 Seasonal Pool Passes **reduced offering at \$395. per family for application received by March 31,2011**, pursuant to Board Resolution; with flier to be distributed as an insertion in the February, 2011 *Montclairion*. Lynne DeWitt seconded the motion. Motion passed unanimously.

TIME & PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors is **Thursday, March 3, 2011** at 7:00 p.m. at Southlake Recreation Center.

ADJOURNMENT

MOTION #11-09 President Brannan entertained a motion for adjournment at 8:00 p.m. Garth Miller seconded the motion. Motion passed unanimously.

Respectfully submitted,

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

Attachments