

BOARD OF DIRECTORS MEETING

**Thursday, APRIL 1, 2010
7:00 p.m.**

**Southlake Recreation Association
Montclair, VA 22026**

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of November 5, 2009 Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **CLUBHOUSE UPDATE**
 - *2010 Community Events Schedule*
April 10th Wine Tasting Event
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
- IX. Time and Place of Next Meeting – **May 6 (Thurs)**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 4, 2010**

CALL TO ORDER

The meeting was called to order by Chairman Daniel 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
Lynne DeWitt	Charles Brown
Garth Miller	Lin R. Stauffer (Manager)

MINUTES

MOTION #10-01 Lynne DeWitt made a motion to approve the November 5, 2009 Board 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 1/31/10). Balances in accounts total \$276,279.80. Reserves Balance, as of 12/31/08 was \$300,147. 2009 Reserve expenditures total \$42,682 to date. 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 \$6,105.40 (11 past-due accounts in excess of 2009 annual assessment (to include two bankruptcies, seven foreclosures, and \$1,972.22 in 2009 Bad Debt); \$1,403. in late fees; and \$3,270.77 in legal fees. Liens have been placed against lots, and judgments recorded on all past-due accounts. **[Attachment B]**
The Board reviewed collection updates from Compton & Duling L.C. regarding the December 16, 2009, and February 8, 2010 court dates, and the upcoming April 15, 2010 court date.

MOTION #10-02 Lynne DeWitt made a motion to accept the Manager's and Treasurer's Report. Anthony Brannan seconded the motion. Motion passed unanimously.

MOTION #10-03 Anthony Brannan made a motion to renew maturing Certificate of Deposit with Capital One at a rate of 2.50%. Lynne DeWitt seconded the motion. Motion passed unanimously.

MOTION #10-04 Anthony Brannan made a motion to approve payment plan schedule with account #4139, with the stipulation that if owner default on his payment plan, account will be rescheduled for court date, and parking privileges will be rescinded. Garth Miller seconded the motion. Motion passed unanimously.

MOTION #10-05 Anthony Brannan made a motion to approve payment plan schedule with account #4204, with the stipulation that if owner default on payment plan, account will be forwarded to the attorney for lien proceedings. Garth Miller seconded the motion. Motion passed unanimously.

CLUBHOUSE UPDATE

2010 Community Events Schedule

The Board of Directors reviewed and approved the Southlake Recreation and Community Events schedule. The Board reviewed the upcoming April 10, 2010 Wine Tasting event.

ACTION ITEM: Manager requested that the Pool rooms be vacated of all Halloween items in order to allow for tile proposals and repairs to mens' and womens' pool room showers. Messrs. Schwemmer and Brannan will arrange a time for moving items to storage.

ACTION ITEM: Manager will supply VA. Alcohol Beverage Control license, tablecloths and recreation center keys to Lynne DeWitt, for Wine Tasting event.

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PWC Police Department Off-Duty Patrols

The Board of Directors reviewed off-duty PWC Police Department patrol logs for 2009 and January, 2010, and reviewed proposed schedule for March, 2010.

Vandalism Updates

Management presented an update on the results of the December 1, 2009 court dates for five juveniles in Prince William County Juvenile Court, in conjunction with May, 2009 vandalism damages to the Southlake Recreation Association facilities and pool.

OLD BUSINESS

2009 ANNUAL MEETING

ACTION ITEM: The Board of Directors reviewed the draft meeting minutes of the *December 3, 2009 Annual Meeting*.

NEW BUSINESS

ELECTION OF 2010 OFFICERS

MOTION #10-06 Charles Brown made a motion to retain the 2009 slate of Officers for the 2010 calendar year. Garth Miller seconded the motion. Motion passed unanimously.

Recreation Center Parking Lot

ACTION ITEM: Board members made note of diesel fuel dumped onto the parking lot. He also noted that persons are making vehicle repairs in the parking lot and leaving their oil debris in the lot. Manager will place signage in the parking lot and inquire of snow contractors.

TIME & PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors is **Thursday, April 1, 2010** at 7:00 p.m. at Southlake Recreation Center.

ADJOURNMENT

MOTION #10-07 Chair Schwemmer entertained a motion for adjournment at 8:00 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