

## **BOARD OF DIRECTORS MEETING**

**Thursday, JUNE 3, 2010  
7:00 p.m.**

**Southlake Recreation Association  
Montclair, VA 22026**

### **AGENDA**

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of *May 6, 2010* Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
  - Assessments Update
- VI. **CLUBHOUSE UPDATE**
  - *2010 Community Events Schedule*
  - *2010 Pool Updates*
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
- IX. Time and Place of Next Meeting – **July 1 (Thurs)**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MAY 6, 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      Lynne DeWitt  
Garth Miller              Lin R. Stauffer (Manager)

**HOMEOWNERS FORUM**

There were no homeowners in attendance.

The Board of Directors reviewed written homeowner concerns.

**MINUTES**

**MOTION #10-13**      Lynne DeWitt made a motion to approve the April 1, 2010 Board meeting minutes with changes. Garth Miller seconded the motion. Motion passed unanimously.

**MANAGERS AND TREASURER'S REPORT:**

Manager presented Budget, Income Statement and Disbursement Reports (as of 4/20/10). Balances in accounts total \$365,548.78. Reserves Balance, as of 12/31/09 was \$260,989. Manager entertained Budget questions from Board members. **[Attachment A]**

**2009 Audit & Tax Returns**

**MOTION #10-14**      Lynne DeWitt made a motion to accept the 2009 Audit, as prepared by independent CPA, Brown & Uvena, CPAs. Garth Miller seconded the motion. Motion passed unanimously.

**Assessments Update:**

Manager reviewed legal updates on status of past-due accounts, and garnishments. Past-due accounts receivable total \$13,676.67 (to include seven past-due accounts in excess of 2009 annual assessments (two foreclosures, two payment plans, one bankruptcy case and \$1,972.22 in 2009 Bad Debt); \$4,356. in late fees; and \$1,600.95 in legal fees. Liens have been placed against lots, and judgments recorded on all past-due accounts. **[Attachment B]**  
The Board reviewed April 5, 6, 14, 20, 26 and 27, 2010 collection updates from Compton & Duling L.C. regarding the April 1, 2010 court judgments and the upcoming June 10, 2010 summons to answer interrogatories.

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

**MOTION #10-15**      Garth Miller made a motion to accept the Manager's and Treasurer's Report. Dan Schwemmer seconded the motion. Motion passed unanimously.

**CLUBHOUSE UPDATE**

**2010 Community Events Schedule**

The Board reviewed the successful April 10, 2010 Wine Tasting event, and expressed thanks to Chairman Lynne DeWitt.

**MOTION #10-16**      Lynne DeWitt made a motion to approve the Southlake Recreation and Community Events schedule, to include 2010 Swim Lessons and Water Aerobics classes. Dan Schwemmer seconded the motion. Motion passed unanimously.

**OLD BUSINESS**

**PWC Police Department Off-Duty Patrols**

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

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**NEW BUSINESS**

**2010 Summer Brochure**

**ACTION ITEM:** The Board of Directors reviewed and approved 2010 Summer Activities Brochure and updates to web site.

**Community Landscape Services Proposal E10-6469**

**MOTION #10-17** Lynne DeWitt made a motion to approve Proposal for pool paver patio repairs, slate installation for benches, and plant installation. Dan Schwemmer seconded the motion. Motion passed unanimously.

**Tennis Courts**

**ACTION ITEM:** Manager to obtain proposal from Tennis Courts, Inc. for repairs to cracks on tennis court surfacing.

**TIME & PLACE OF NEXT MEETING**

The next scheduled meeting of the Board of Directors is **Thursday, June 3, 2010** at 7:00 p.m. at Southlake Recreation Center.

**ADJOURNMENT**

**MOTION #10-18** Chair Schwemmer 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