

BOARD OF DIRECTORS MEETING

**Thursday, SEPTEMBER 1, 2011
7:00 p.m.**

**Southlake Recreation Association
Montclair, VA 22026**

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of **August 4, 2011** Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **CLUBHOUSE UPDATE**
 - *2011 Community Events Schedule*
 - Pool Updates ~~
- 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**
 - Annual Meeting December 1, 2011
Budget Committee
Nominations Committee
- IX. Time and Place of Next Meeting – **October 6 (Thurs)**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
August 4, 2011**

CALL TO ORDER

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

Anthony Brannan	
Dan Schwemmer	Greg Barlow
Lynne DeWitt	Lin R. Stauffer (Manager)

HOMEOWNERS:

None present. Vice President Lynne DeWitt cautioned Board members to be responsive to and respectful of attending homeowners' concerns.

MINUTES

MOTION #11-31 Greg Barlow made a motion to approve the July 7, 2011 Board meeting minutes. Anthony Brannan seconded the motion. Motion passed unanimously with one abstention by Lynne DeWitt.

MANAGERS AND TREASURER'S REPORT:

Manager presented Budget, Income Statement and Disbursement Reports (as of 6/30/11). Balances in accounts total \$379,233. Reserves Balance, as of 12/31/10 was audited at \$291,477. 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 \$7,638 (to include six past-due accounts in excess of 2010 annual assessments, two foreclosures); \$2,980 in late fees; and \$1,897 in legal fees. Liens have been placed against lots, and judgments recorded on all past-due accts. **[Attachment B]**
The Board reviewed Compton & Duling L.C. July 7 collection reports regarding court dates, interrogatories and garnishments.

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

MOTION #11-32 Anthony Brannan made a motion to accept the Manager's and Treasurer's Report. Lynne DeWitt seconded the motion. Motion passed unanimously.

CLUBHOUSE UPDATE

2011 Community Events Schedule

The Board reviewed the community events and bookings schedule. Manager advised that "Family Neon Pool Night" July 23, Saturday, 7:00 – 10:00 p.m., was enjoyable for the patrons. Multiple patrons approached and complimented management and the Board for the event, to include free barbeque, band, neon giveaways, door prizes and balloon creations. Board reviewed management reports on pool guest passes and pool events.

Manager advised that the Drama Kids and Robotics Club Summer Camps, Water fitness aerobics classes, Childrens' swim lessons, Jazzercise and Yoga classes have all been well attended this Summer. Dominion Triathlon Swim practices have been held on Saturday a.m. in the Pool.

MOTION #11-33 Lynne DeWitt made a motion to approve the Southlake Recreation and Community Events schedule. Greg Barlow seconded the motion. Motion passed unanimously.

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OLD BUSINESS

Tennis Court & Basketball Court warranty repairs

Manager advised that she has met with Tennis Court Inc. regarding some necessary repairs to the Tennis and Basketball courts. Guardian was scheduled to inspect the courts July 11, for warranty repairs, but have delayed inspection until August 5, 2011.

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 has 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.

MOTION #11-34 Anthony Brannan made a motion to refer the matter of dead and declining Norway Spruce and White Pines, to the attorney for review and recommendation. Lynne DeWitt seconded the motion. Motion passed unanimously.

Pool Hours

The Board reviewed two patrons' requests for changing pool and break time hours. Manager presented proposal for 11:00 a.m. pool opening Mon-Fri. and information on requirements for 15 minute breaks, for children to rest, rehydrate (drink water) and take bathroom breaks to prevent pool health concerns via email and hard copy to Board members for consideration.

MOTION #11-35 Daniel Schwemmer made a motion to maintain the current pool hour schedules for the remainder of the 2011 Season, in consideration of adequate patron notification, and health concerns for children. Anthony Brannan seconded the motion. Motion passed unanimously.

ACTION ITEM: Board members concurred to re-evaluate pool hours for the 2012 Swim Season, based on the 2011 and past pool hourly attendance counts. Manager will furnish all current pool attendance counts to the Board for review.

NEW BUSINESS

ANNUAL MEETING

MOTION #11-36 Chairman Schwemmer made a motion to schedule the Annual Meeting for December 1, 2011; to appoint Anthony Brannan to chair the **Budget Committee**; Greg Barlow to serve on the Budget Committee; and appoint Garth Miller to chair the **Nominations Committee**. Lynne DeWitt seconded the motion. Motion passed unanimously.

TIME & PLACE OF NEXT MEETING

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

ADJOURNMENT

MOTION #11-37 Chairman 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