

BOARD OF DIRECTORS MEETING

**Thursday, SEPTEMBER 3, 2009
7:00 p.m.**

**Southlake Recreation Association
Montclair, VA 22026**

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of July 2, 2009 Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **CLUBHOUSE UPDATE**
 - ***2009 Community Events Schedule
September 12th "Concert on the Lawn"***
- VII. **OLD BUSINESS**
 - Catering Kitchen Renovations
 - Vandalism Updates
- VIII. **NEW BUSINESS**
 - Annual Meeting December 3, 2009
Proposed 2010 Budget
 - Nominations Chair
- IX. Time and Place of Next Meeting – **October 8, 2009 (Thurs)**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 2, 2009**

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
Robert Ronnell	Lin R. Stauffer (Manager)

Homeowners Forum:

Discussion entailed recent vandalism to the recreational facility and pool. Prince William County Juvenile Court Summons have not been received, as yet.

MINUTES

MOTION #09-36 Robert Ronnell made a motion to approve the June 4, 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 5/31/09). Balances in accounts total \$396,077.44. Reserves Balance, as of 12/31/07 \$248,158. **[Attachment A]**

Assessments Update:

Manager reviewed legal updates on status of past-due accounts, and garnishments. Past-due accounts receivable total \$7,681.58 (9 past-due accounts in excess of 2009 annual assessment, two of which are bankruptcies, and six foreclosures) 20 outstanding 2009 accounts as of July 1, 2009; \$3,313 in late fees; and \$2,459.76 in legal fees. Liens have been placed against lots, and judgments issued on past-due accounts. **[Attachment B]**

The Board reviewed collection updates from Compton & Duling LC June 5.

MOTION #09-37 Anthony Brannan made a motion to accept the Manager's and Treasurer's Report. Robert Ronnell seconded the motion. Motion passed unanimously.

MOTION #09-38 Anthony Brannan made a motion to authorize the transfer of \$50,000 into a SunTrust 13-month Certificate of Deposit at 2.30% and \$25,000 from BOA MM account into SunTrust MM acct at 2.00%. Robert Ronnell seconded the motion. Motion passed unanimously.

CLUBHOUSE UPDATE

2009 Community Events Schedule

The Board of Directors reviewed and approved the Southlake Recreation and Community Events schedule. The Board reviewed upcoming July 5 "Independence Day Ice Cream Social" and July 25th "Family Barbeque and Swim Night" and authorized expenditures.

PWC Police Department Off-Duty Patrols

The Board of Directors reviewed off-duty PWC Police Department patrol logs for June, 2009 and reviewed proposed schedules for July and August, 2009.

OLD BUSINESS:

Catering Kitchen Renovations

The Board of Directors reviewed the progress on catering kitchen renovations. Manager noted she has been in weekly contact with contractor throughout June, and contractor advised that he would meet the July 13, 2009 deadline for completion of all facets of the renovation.

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NEW BUSINESS

Pool Attendance

Board members reviewed June pool attendance counts, noting that the pool was closed in portion, due to vandalism for the first week of the pool season, and several incidents of vomit or feces in the pool. The highest pool attendance count was 152 on June 19 at 3:45 p.m., the last days of school.

Security – Motion Sensor Lighting

ACTION ITEM: The Board authorized Manager to obtain proposal from Kolb Electric for installation of motion sensor flood lighting on the pool facility.

Landscaping Improvements

MOTION #09-39 Dan Schwemmer made a motion to approve the proposal by Community Landscaping Service to replace two vandalized Crape Myrtle trees along the pathway, Anthony Brannan seconded the motion. Motion passed unanimously.

ACTION ITEM: Manager was requested to obtain a landscape drawing for the proposal for landscaping improvements to be made to the hillside adjacent to the softball field.

Fence Repairs

Manager advised that new hinges were installed on the basketball gate; and the gate to the tot lot was straightened and replaced on the fencing; however, recommended some remedial fence repairs throughout the property.

MOTION #09-40 Dan Schwemmer made a motion to approve the proposal by Beitzell Fence for basketball court, tennis court and playground fencing, and softball backstop repairs. Robert Ronnell seconded the motion. Motion passed unanimously.

TIME & PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors is Thursday, August 6, 2009 at 7:00 p.m. at Southlake Recreation Center. However, it was noted that a quorum would not be available, due to personal vacation schedules, and the meeting was cancelled due to lack of quorum.

ADJOURNMENT

MOTION #09-41 Chair Schwemmer entertained a motion for adjournment at 8:00 p.m. Robert Ronnell seconded the motion. Motion passed unanimously.

Respectfully submitted,

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

Attachments