

## **BOARD OF DIRECTORS MEETING**

**Thursday, FEBRUARY 5, 2009  
7:00 p.m.**

**Southlake Recreation Association  
Montclair, VA 22026**

### **AGENDA**

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of January, 2009 Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
  - Assessments Update
- VI. **CLUBHOUSE UPDATE**
  - ***2009 Community Events Schedule***  
March 28<sup>th</sup> Wine Tasting Event
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
  - **2009 Pool Repair & Whitecoating Proposals**
- IX. Time and Place of Next Meeting – **March 5, 2009**
- X. Adjournment

**SOUTHLAKE RECREATION ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 7, 2009**

**CALL TO ORDER**

The meeting was called to order by Chair Dan 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:**

There were no other homeowners in attendance. The Board reviewed homeowner issues.

**MINUTES**

**MOTION #09-01** Anthony Brannan made a motion to approve the November 5, 2008 and December 3, 2008 Board meeting minutes. Robert Ronnell seconded the motion. Motion passed unanimously.

**MANAGERS AND TREASURER'S REPORT:**

Manager presented Budget, Income Statement and Disbursement Reports (as of 12/29/08). Balances in accounts total \$281,960.22. 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. Accounts receivable total \$4,374.99 (22 past-due accounts, two of which are in excess of 2008 annual assessment, four of which are bankruptcies) and two foreclosures; \$1,927 in late fees; and \$3,575.41 in legal fees. Liens have been placed against lots, and judgments issued on past-due accounts. **[Attachment B]**

**MOTION #09-02** Anthony Brannan made a motion to accept the Manager's and Treasurer's Report. Robert Ronnell seconded the motion. Motion passed unanimously.

**ACTION ITEM:** The Board of Directors authorized 2008 Annual Audit by Brown & Uvena, CPAs.

**CLUBHOUSE UPDATE**

**2008 COMMUNITY EVENTS SCHEDULE**

The Board of Directors reviewed and approved the Southlake Recreation and Community Events schedule. The Board of Directors approved community newsletter, and reviewed the preparations for the upcoming Halloween Event and Haunted House.

**OLD BUSINESS**

**PWC Police Department Off-Duty Patrols**

The Board of Directors reviewed off-duty PWC Police Department patrol logs for December, 2008 and reviewed proposed schedules for January, 2009.

**ACTION ITEM:** Manager advised Prince William County Police Department has approved the "Application for inclusion of Police enforcement of Trespassing Laws on Private Property Program". The Board requested that PWCPD random schedules for February and March one random weekend schedule Midnight to 3:00 a.m., and one after school weekday schedule.

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**NEW BUSINESS**

**ELECTION OF 2009 OFFICERS**

**MOTION #09-03** Anthony Brannan made a motion to open nominations to fill unexpired Board position, if elected candidate Lori A. Darnell submits a resignation to the Association. Robert Ronnell seconded the motion. Motion passed unanimously.

**MOTION #09-04** Dan Schwemmer made a motion to elect the incumbent Board of Directors 2008 Officers to retain their current positions in 2009. Anthony Brannan seconded the motion. Motion passed unanimously.

**January, 2009 Winter "Southlake News and Views"**

**MOTION #09-05** Dan Schwemmer made a motion to approve the Southlake News and Views publication, to be distributed with 2009 Invoices. Robert Ronnell seconded the motion. Motion passed unanimously.

**POOL REPAIRS**

**MOTION #09-06** Anthony Brannan made a motion to approve Virginia Pool Services Proposal #10131, for replacement of main drain covers and wading pool covers with new Federally-required anti-entrapment drain covers at a cost of \$638.78. Robert Ronnell seconded the motion. Motion passed with one opposing vote by Dan Schwemmer.

**ACTION ITEM:** Management will obtain multiple proposals for (1) Recaulking both expansion joints in pool; (2) Replacing tile targets and racing (lap) lane tiles; (3) White coat main pool; (4) replace drain covers; (5) Replace 7.5 P Pump and Motor, hair lint strainer.

**Insurance Coverage**

The Board of Directors reviewed contractor 2009 insurance coverages.

**2008 ANNUAL MEETING**

**ACTION ITEM:** The Board of Directors reviewed DRAFT 2008 Annual Meeting minutes, *December 3, 2008 at 7:00 p.m.*

**TIME & PLACE OF NEXT MEETING**

**MOTION #09-07** Dan Schwemmer made a motion to reschedule 2009 Board meetings to first Thursday of each month. Anthony Brannan seconded the motion. Motion passed unanimously.

The next scheduled meeting of the Board of Directors is Thursday, February 5, 2009 at 7:00 p.m. at Southlake Recreation Center.

**ADJOURNMENT**

**MOTION #09-08** Chair Schwemmer entertained a motion for adjournment at 7:30 p.m. Robert Ronnell seconded the motion. Motion passed unanimously. Board members adjourned for dinner.

Respectfully submitted,

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

Attachments