

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2009**

Call to Order

The meeting was called to order by President Barbara Smith at 7:30 p.m. at Southlake Recreation Center, 5070 Higgins Drive, Montclair, VA 22025. President Smith declared a quorum with the following in attendance.

Barbara Smith	Nancy Croteau
Dave Feser	Marie Juliano
Lin Stauffer, Manager	

Homeowners Forum

There were no homeowners issues presented or discussed.

MINUTES

MOTION #09-52 Nancy Croteau made a motion to approve the October 13, 2009 meeting minutes. Marie Juliano seconded the motion. Motion passed unanimously.

MANAGER AND TREASURER REPORT

MANAGERS AND TREASURER'S REPORT:

Manager presented Income Statement and Disbursements Report (as of 9/30/09) \$126,655.85 in accounts. Reserves account balances: Capital Reserves \$66,481.65; Landscaping Reserves \$27,520.00; Contingency Reserves \$4,951 (as of 10/1/09). ***[Attachment A]***

Assessments

Manager advised outstanding 2009 assessments (as of 11/4/09): Assessments \$3,411.23 (to include 8 homeowners); late fees \$850.15; legal fees \$1,798.12; admin. fees \$60. Liens have been placed on past-due properties; judgments and garnishments have been scheduled.

[Attachment B]

MOTION #09-53 Nancy Croteau made a motion to accept the Manager's and Treasurer's Report. Dave Feser seconded the motion. Motion passed unanimously.

MOTION #09-54 Dave Feser made a motion to approve payment plan for Acct. #51 and to waive the late fees of \$150.00, negating the warrant of debt for December 16, 2009 court date, with the understanding that in the future, homeowner will contact the management office in advance to establish a payment plan. Marie Juliano seconded the motion. Motion passed unanimously.

COMMITTEE REPORTS

Landscaping Committee

Chair Louise Seghers was not present to present the Landscaping Committee report.

Nancy Croteau volunteered to serve as Liaison and serve on the Landscaping Committee.

Board discussion centered around the removal of damaged and declining trees around the Gazebo area, i.e. the small Willow tree in front of the picnic table and the Crabapple tree on the Montview hillside above the Willow tree. Tree services have confirmed these two trees to be diseased and/or damaged beyond the point of saving.

MOTION #09-55 Nancy Croteau made a motion to replace the diseased Crabapple tree with a Japanese Red Maple. Marie Juliano seconded the motion. Motion passed unanimously.

ACTION ITEM: Manager will obtain a proposal for signature.

INDEMNIFICATION

The Board of Directors discussed the area adjacent to 15800 Widewater Drive, in reference to the impending access required by the Montclair Property Owners Association for MPOA cleaning of the retaining pond at the top of the Southlake Forebay channel.

MOTION #09-56 Barbara Smith made a motion to approve Indemnification agreement with Montclair Property Owners Association, in conjunction with removal of debris and silt from the BMP. Marie Juliano seconded the motion. Motion passed unanimously.

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2009
Page 2**

ACTION ITEM: President Barbara Smith recommended that the Board look at the larger issues and prioritize with recommendations and total costs for:

1. Common area adjacent to 15800 Widewater Drive. This may be impacted by the yet undisclosed access required by the MPOA for cleaning the Southlake Forebay channel.
2. Backwater Court recommendations for landscaping options.
3. Declining Pine trees bordering between Waterway and Montview Drives, and possible landscaping screening options.

OLD BUSINESS

Concrete sidewalk and curb repairs

Repairs have been accomplished on Backwater Court and Saltwater Drive.

ACTION ITEM: Barbara Smith advised that there is a raised sidewalk in front of 15795 Widewater Drive, and requested that manager review.

Pruning of Leatherleaf shrubbery around Montview Drive Parking Bay

MOTION #09-57 Nancy Croteau made a motion to approve the pruning of leatherleaf shrubbery around Montview visitor parking bay, with the stipulation that shrubbery will be pruned to a height of six feet. Marie Juliano seconded the motion. Motion passed unanimously.

NEW BUSINESS

Snow Plowing Contracts

MOTION #09-58 Marie Juliano made a motion to approve snow plowing contracts with Montclair Property Owners Association (MPOA) and back-up on-call snow plowing contract with Hedge Hog Landscaping. Nancy Croteau seconded the motion. Motion passed unanimously.

2010 Assessment Resolution

MOTION #09-59 Nancy Croteau made a motion to approve the 2010 Assessment Resolution. Marie Juliano seconded the motion. Motion passed unanimously.

Resale Disclosure Packets

MOTION #09-60 Marie Juliano made a motion to increase the cost of Resale Disclosure Packets, effective 2010, for \$150.00, in accordance with the Virginia Property Owners Association Act. Barbara Smith seconded the motion. Motion passed unanimously.

Boat Racks

ACTION ITEM: The Board of Directors agreed that Southlake Landing Townhomes Association will continue to issue SLTA Boat stickers, but not limit the number of boats stored by any one home.

ACTION ITEM: Manager will advise MPOA that the SLTA does not limit the number of SLTA or MPOA boat stickers to be issued to Southlake Landing members.

ANNUAL MEETING

The Annual Meeting is scheduled for **Saturday, December 5, 2009, at 10:00 a.m.** at Southlake Recreation Center.

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 17, 2009
Page 3**

TIME AND PLACE OF NEXT MEETING

ACTION ITEM: The Board of Directors approved the 2010 Proposed Meeting schedule. The Board of Directors agreed to cancel the December 8, 2009 Board of Directors meeting. The next regularly scheduled board meeting is scheduled for ***Tuesday, January 12, 2010*** at 7:30 p.m. at Southlake Recreation Center.

ADJOURNMENT

MOTION #09-61 President Smith entertained a motion to adjourn. Nancy Croteau seconded the motion, and the meeting was adjourned upon mutual consent at 8:45 p.m.

Respectfully submitted,

Lin R. Stauffer, CMCA, AMS
Managing Agent
At the request of Secretary

Attachments