

BOARD OF DIRECTORS MEETING

Tues., SEPTEMBER 17, 2013

**Southlake Recreation Center
Montclair, VA 22025**

7:00 p.m.

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. **Approval of *JULY 16, 2013 Meeting Minutes***
- IV. **HOMEOWNERS FORUM**
 - ***Montclair Library Site***
- V. **Manager's and Treasurer's Report**
 - **Assessments Update**
- VI. **COMMITTEE REPORTS**
- VII. **OLD BUSINESS**
 - Dupont Imprelis Claims Resolution Agreement
 - Landscaping Improvements
 - Boat Rack Renovations
- VIII. **NEW BUSINESS**
 - ***ANNUAL MEETING November 12, 2013***
 - Budget Committee
 - Nomination Committee
- IX. Time and Place of Next Meeting ~ **October 8, 2013 (Tues.)**
- X. **Adjournment**

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
July 16, 2013**

CALL TO ORDER

The meeting was called to order by President Barbara Smith at 7:00 p.m. at Southlake Recreation Center, 5070 Higgins Drive, Montclair, VA 22025. President Smith declared a quorum with the following Board members in attendance:

Barbara Smith Maggie Gustavson
Sue Zamperini Lin R. Stauffer, Manager

Homeowner:

There were no homeowners in attendance.

HOMEOWNERS FORUM

The Board of Directors addressed homeowner concerns. Homeowners continue to complain about vehicles parking parallel on Widewater Drive, in fire lanes and blocking the vehicles access into allocated parking spaces.

MOTION #13-32 Maggie Gustavson made a motion to approve the June 11, 2013 meeting minutes. Sue Zamperini seconded the motion. Motion passed unanimously.

MANAGERS AND TREASURER'S REPORT:

Treasurer Maggie Gustavson reviewed the Income Statement and Disbursements Report (as of 6/30/13) \$169,604.89 in accounts. Projected Reserves account balances as of 12/31/2012: Capital Reserves \$104,868, Landscaping Reserves \$20,000; Contingency Reserves \$7,000 for a total of \$136,024 in Reserve Funds. **[Attachment A]**

Assessments Report

Outstanding annual assessments (as of 7/16/13): Assessments \$9,180.14 (to include one foreclosure in arrears of 2012 assessments totaling \$5,294.); late fees due \$1,180; and legal fees due \$981.20. Past due accounts have been referred to Compton & Duling LC for collection and liens and judgments have been placed on past-due properties. Board members reviewed Compton & Duling L.C. June 19 Report. Manager advised that semi-annual assessments were billed on June 1, 2013; and were due by July 1, 2013. **[Attachment B]**

MOTION #13-33 Maggie Gustavson made a motion to accept the Manager's and Treasurer's Report. Sue Zamperini seconded the motion. Motion passed unanimously.

OLD BUSINESS

DUPONT Imprelis Claims Resolution Agreement

The Board reviewed June, 2013 Response to Dupont Chemical denying the Amended Claim Resolution Agreement dated June 5, 2013; and reiterating in large bold type the request for reimbursement for (13) White Pines removed, due to immediate safety hazard and replaced with Leyland Cypress by Community Landscape Services.

ACTION ITEM: Manager advised that Dupont has yet to respond to the Association's negotiation.

House Bills Effective July 1, 2013

The Board of Directors reviewed 2013 Virginia General Assembly House Bills effective July 1, 2013.

NEW BUSINESS

Landscaping Improvements

ACTION ITEM: Manager will follow up on the status of tree removal and landscaping improvements.

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Boat Racks

MOTION #13-34 Maggie Gustavson made a motion to approve Proposal by J.L. Affordable for renovations and repairs to the boat Racks. Sue Zamperini seconded the motion. Motion passed unanimously.

Trash Can

MOTION #13-35 Maggie Gustavson made a motion to add a green metal trash can to the center island at the bottom of Widewater Drive, at a cost of \$511.00. Sue Zamperini seconded the motion. Motion passed unanimously.

Montclair Library

ACTION ITEM: Manager will contact Prince William County Library officials to schedule a meeting to review and discuss landscaping and boundary requirements for the new Montclair Library site at the September 17, 2013 Board Meeting.

TIME AND PLACE OF NEXT MEETING

The next Board of Directors meeting is scheduled for **Tuesday, September 17, 2013 at 7:00 p.m. at Southlake Recreation Center.**

Adjournment

MOTION #13-36 President Smith entertained a motion to adjourn. Maggie Gustavson made a motion to adjourn and Sue Zamperini seconded the motion. The meeting was adjourned upon mutual consent at 8:10 p.m.

Respectfully submitted,

*Lin R. Stauffer, Manager
at Request of the Board of Directors*

Attachments