

BOARD OF DIRECTORS MEETING
Tues., NOVEMBER 9, 2010
Southlake Recreation Center
Montclair, VA 22026
7:30 p.m.

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of *September 14, 2010* Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. Manager's and Treasurer's Report
 - 2010 Assessments Update
 - Proposed 2011 Budget Review
 - Reserve Study Review
- VI. **COMMITTEE REPORTS**
 - Landscaping and Grounds Committee
 - Social Committee
- VII. **OLD BUSINESS**
 - Invasive Species removal in common areas.
- VIII. **NEW BUSINESS**
 - ***ANNUAL MEETING December 4, 2010 (Sat.)***
 - Budget & Nominations Committees
 - 2011 Landscaping & Snow Plowing Proposals
 - 2011 Management Proposals
- IX. Time and Place of Next Meeting – **January 11, 2011 (Tues)**
- X. **Adjournment**

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 12, 2010**

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 222025. President Smith declared a quorum with the following Board members in attendance:

Barbara Smith	Maggie Gustavson	David Feser
Marie Juliano	Lin Stauffer (Manager)	

Homeowners:	Charles Hale	15767 Widewater Drive	703-878-2640
	Barbara Jackson	15795 Widewater Drive	703-878-1898

Homeowners' Forum

Mr. Hale raised particular concern over invasive species that have overgrown the specimen plantings, shrubbery and trees in common areas behind his home. Mr. Hale requested Board approval to manually remove invasive species behind 15765, 15767 and 15769 Widewater Drive. Mr. Hale accompanied Board members on their walk with Virginia Dept of Forestry Prince William County Bryant Bays and Extension Service representative Adam Downing, on September 23, 2010 to assess and provide advice on how to address the various invasive species growing on the hillside by Southlake common property on Lake Montclair.

MOTION #10-44 Maggie Gustavson made a motion to authorize Charles Hale, 15767 Widewater Drive, Seghers, 15769 Widewater Drive and Scott Morrison, 15765 Widewater Drive, to manually remove invasive vines, i.e. Japanese honeysuckle, English ivy, multi-floral rose vines, and grape vines, which are choking out azalea bushes, and other shrubbery and trees. Marie Juliano seconded the motion. Motion passed unanimously.

MINUTES

MOTION #10-45 Maggie Gustavson made a motion to approve the August 10, 2010 meeting minutes. Dave Feser seconded the motion. Motion passed unanimously.

Assessments

MOTION #10-40 Dave Feser made the motion to approve Acct. #73 request for waiver of \$50 late fee for her 2010 homeowners' assessment. Maggie Gustavson seconded the motion. The motion passed unanimously.

COMMITTEE REPORTS

Lansdscaping Committee

Louise Seghers, Chairman of the Landscaping Committee, requested in an email to the board that two large grasses on the island on Widewater Drive be removed and relocated to the another area of common ground, possibly by the Gazebo and that three holly bushes be planted on the Widewater island, two where the grasses were located and one placed in the garden at the other end of the island.. The holly bushes and labor are to be provided by Meadows Farm.

MOTION #10-41 Maggie Gustavson made a motion to approve Meadows Farms proposal. The motion was seconded by Dave Feser. The motion was passed unanimously.

Erika M. Peterson, 4867 Saltwater Drive, and Elaine Kaczmareck, 4865 Saltwater Drive, requested the removal of two Locust trees from the common area near their properties. President Smith inspected the two trees and noted that they are infested and declining.

MOTION #10-42 Maggie Gustavson made a motion to approve the removal of the two trees. Dave Feser seconded the motion. The motion passed unanimously.

PIR Request for 15777 Widewater Drive

Barbara Smith reported that she had visited the above referenced property of Ms. Patricia Kelleher and observed the 5 trees that Ms. Kelleher had marked with red tape for possible removal. The Board decided that no formal action would be taken until after the September 23rd meeting with Adam Downing of the Virginia Forestry Service.

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
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Social Committee

The Board approved the revisions to the welcome brochure and recommended that the brochure be sent to homeowners along with the annual meeting packet.

On behalf of Susan Sinclair, Social Committee Chair, Dave Feser reported that attendance by residents at the Labor Day picnic was the largest of any social event held thus far. Several residents expressed interest in participating in future events.

OLD BUSINESS

Speeding in the Neighborhood

ACTION ITEM: After some discussion of how to address speeding issues in the neighborhood., the Board unanimously recommended that high intensity yellow and black signs "Children At Play" be placed strategically at the three entrances to the development -- Montview, Widewater and Saltwater Drives, as depicted on page 270 of the "Peachtree Business Products" catalogue.

Visitor Parking

After some discussion, it was agreed that visitor parking tags would not resolve the problem of unauthorized vehicles and vehicles belong to homeowners that are being parked in the visitor lots. A suggestion was made that homeowners with one car might be willing to allow neighbors who have more than two cars to park in their empty second space.

PROPOSED 2011 Budget

Projections of the 2010 and 2011 Budgets were presented. The budgets were briefly discussed and several questions were raised regarding the proposed 2011 Budget. The hard copy of the budget that was presented at the meeting was missing the column to the far right of the document. Although no formal action was taken, it was generally agreed that a 5% increase in the homeowners' assessment fee would be necessary. (An increase of 5% does not require Annual Meeting approval by residents.)

ACTION ITEM: Treasurer Maggie Gustavson will send out a revised version of the budget for further consideration by the Board. Formal presentation of the 2011 Budget will be made at the October 12th Board meeting.

RESERVE STUDY

The Annual Reserve 30-Year Plan_Summary was briefly reviewed. It was pointed out that the review by Association Reserves, Inc. showed that SLTA's reserves are 30% under-funded and that nominal annual increases should be expected in future years.

Time and Place of the Next Meeting The next regularly scheduled board meeting will be held on Tuesday, October 12th, at the Southlake Recreation Center, 5070 Higgins Drive, Dumfries, VA 22025, at 7:30 p.m. The Annual Meeting is scheduled for Sat., December 4, 2010, at 10:00 a.m.

Adjournment

MOTION #10-43 President Smith entertained a motion to adjourn. Dave Feser seconded the motion, and the meeting was adjourned upon mutual consent at approximately 9:20 p.m.

Respectfully submitted,

Barbara B. Smith
President, Southlake Landing
Townhomes Association