

FOREST HILLS COMMUNITY ASSOCIATION
ANNUAL MEETING
Army Navy Country Club
Monday, May 8, 2018
7:00 – 9:00 PM
Minutes

1.0 Welcome/Call to Order – Pat Henriques, President

The 2018 Forest Hills Community Association Annual Meeting was called to order at 7:05 pm. The President welcomed all attendees, recognized Board members and encouraged all homeowners to participate on the Board or as committee members. A special welcome was extended to homeowners new to the community since the last annual meeting.

2.0 Roll Call – John Magee, Secretary

Board Members Present: Pat Henriques, Mike Spead, Karen Smith, John Magee, Carolyn Sand, Frank Shoup, Dave Simonson, and Robert Cedeno

Board Members Absent: Mike Petrina and Gina Oliver

3.0 President's Remarks – Pat Henriques

3.1 Approval of 2017 Annual Meeting Minutes

Motion made, seconded and carried to approve the minutes of the 2017 Annual Meeting.

3.2 Introductions

The President introduced the current FHCA Board members and recognized Dave Simonson and Chuck Corjay for volunteering to be Chair, Nominating Committee for the 2018-2019 year and Chair, Landscape and Grounds Committee respectively.

3.3 Activities Summary

The President mentioned several actions the Board worked this past year including: Berm and Entry Projects being complete, documenting Reserve projects for historical reference, Community Survey being initiated, vacancies on ACC, Reserve, and Social Committees and the need for volunteers, and recent notice of South Queen St. extension by an outside developer.

4.0 Nominations for FH Board of Directors – Carolyn Sand for Mike Petrina

Carolyn announced that there are four Board vacancies, which are 3-year terms, and four nominees (Gina Oliver, Andrea Hoffman, Jeannie Comlish and Jessica Pierce). There were no nominations from the floor. The four nominees were approved by motion.

5.0 FHCA Financial Reports – Karen Smith and Pat Henriques

The Treasurer's Report covered 2017 year-end results, a 2018 overview, 1stQTR2018 results, and the Reserve Fund status. Overall, the Association's financial position is strong with no outstanding liabilities. Pat elaborated on the Reserve fund's purpose and accumulating methodology for the next ten years.

6.0 Financial Review – Carol Moylan

Carol reported that she reviewed the Association's books and found them to be detailed, accurate, and in excellent condition.

7.0 Disclosure Packages – Carolyn Sand, Assistant Treasurer

Carolyn reviewed the process for obtaining Disclosure packages when homes are put on the market. This includes an ACC compliance review. Requests via the website link is the preferred method.

8.0 Committee Reports:

8.1 Architectural Control – Elaine Freeman

The committee members were introduced and homeowners reminded that the best practice is to request ACC approval for any home exterior changes and recommended photos accompany the request.

8.2 Landscape and Grounds – Michael Spead

Homeowners were reminded of Landscape and Ground's ongoing survey and its importance. Mike encouraged communication via the website links and mentioned the strong relationship the Association has with GROW, how the Berm and Entry projects had been transferred to this committee. Mike mentioned Chuck Corjay volunteered to be Chair, Landscape and Grounds.

8.3 Trees – Bud Wood

Bud stated the community has been fortunate to have devoted significant funding for the tree canopy, particularly as the trees have matured. He noted that while the Association manages trees on both Community and private property, removal of trees on private property is the obligation of the property owner. The tree policy, available on the website, includes four maintenance walk-throughs annually, homeowners please notify Bud in advance of any issues. A tree survey was completed this past year which will assist in establishing a tree replacement plan.

8.4 Mosquitos – Christine Hunter

Christine provided an informative presentation regarding mosquito breeding, types, habits, and methods to avoid water accumulation on property in view of upcoming mosquito season.

8.5 Snow Removal – John Magee

John summarized the snow removal policy, i.e. that contract removal requires a minimum of 3” accumulation, begins when snowfall stops, and that owners are responsible for clearing their own driveway and front walkway.

8.6 Caring/Welcome/Block Captains – Diane Lynott

Ms. Lynott reported on the scope of activities of the Committee and the Block Captains, noting that the Block Captains incorporate the Neighborhood Watch function. The Chair also recognized the Captains and thanked the Board for their support and cooperation.

8.7 Social – Nell Pinol for Social Committee Members

Nell reported on the upcoming spring yard sale planned for June 2, thanked the Social Committee members for their hard work, and encouraged residents to participate on the Committee.

8.8 Communications – Lester Martin

Lester reminded homeowners the association has a large number of volunteers who communicate well. Lester updated the attendees on the communication methods and changes to the communications available to the community to include: community website information, document repository, and committee links, newly developed blog titled the FH Insight that replaces the newsletter, and community directory. He stated the website provides links for contacting committee members and is the preferred method of homeowner communications to these committees for historical record keeping reasons as well as it is an efficient communication method.

8.9 I-395 Sound Barrier wall – Rick Carter and Robert Cedeno

Rick presented VDOT’s information on the wall’s location, design, and construction process. The Community will continue to engage with VDOT and Arlington County to ensure that the areas impacted by the sound barrier wall construction are re-landscaped in a satisfactory manner and that the fencing remains.

9.0 Homeowners Comments

Anne Bryant – Called for Board members to consider two actions:

- 1) Grandfather all common area improvements made by homeowners that followed the Association's process

- 2) Move forward with a process to review/adjust the policy for using common area (Anne volunteered to assist)

10.0 Old Business - none

11.0 New Business - none

12.0 Adjournment - By motion, the meeting adjourned at 8:35 PM

Respectfully submitted,
John Magee, Secretary