

**Dranesville Estates
Board Meeting
March 17, 2026, at 7:00pm Via Zoom**

Call to Order 7:12pm

Attendees

Bill Bisbee
Susan Garza
Vic Simonis
Carvin DiGiovanni
Lisa Cornaire- Spectrum Property Management

Minutes

The board reviewed the minutes from the February 17, 2026, meeting. Lisa will post to Dranesville Estate HOA website – 4 Yes/0 Nay

Homeowner Open Forum

No homeowners in attendance

ARB Report

12261 Cliveden Street – Deck renovation – Approved
12328 Exbury Street – Siding, roof, gutters – Approved
1306 Cassia Street – Walkway replacement – Approved
12270 Exbury Street – Front door - Pending

New Business

1. Review date schedule for upcoming tasks and meetings

The Board discussed proceeding with developing a special meeting proxy, scheduling a location for the first special meeting, and proceeding with a first special meeting date of May 26, 2026. The Board also discussed mailing the draft proxy and meeting materials on April 13, 2026.

2. Review possible locations for the special meeting(s)

The Board discussed logistical concerns regarding reserving rooms for the first and second special meetings. Vic was tasked with reserving a space for the meeting, prioritizing free locations.

3. Review draft proxy and Special Meeting announcement

The Board reviewed and made edits to the draft proxy and Special Meeting announcement to be mailed to all homeowners by April 13, 2026. The Board also discussed issuing an email to the homeowners to provide them with notice of the need to increase HOA fees and the special meeting announcement and proxy to be mailed subsequently, with a send date of approximately April 10, 2026. Lisa drafted an email to be sent to the Board for review and comments within the week. Additionally, the Board discussed sending an email after the mailing to remind homeowners to check for the paper materials and respond accordingly.

4. Presentation for the Special Meeting, develop Q&A document and meeting presentation

The Board will discuss these matters in more detail, specifically developing talking points for the community, at its next meeting in April.

Old Business

1. Trash RFP

The Board will have further discussion on the topic at its April meeting when the Board needs to finalize the RFP specs. Lisa will send the Board the draft RFP and a few recommended companies from whom to solicit offers.

Management Report

Lisa discussed the annual assessment and late payers. She has sent out reminders to the community and will send certified letters next.

Lisa also reported on the status of trash and yard waste pickup and homeowner complaints with regard to missed services. Yard waste pickup is expected to resume in April.

Adjournment

Motion to adjourn, unanimously approved at 9:19 PM.