

Wakefield Chapel Woods Homes Association

Annual Review of Board Activities

2019

Thanks to our volunteer board and other community members that pitch in when needed. Keeping our annual dues at the incredibly low cost of \$175 is a direct result of their willingness to spend a few hours on our behalf. Whenever possible, if a tree falls, volunteers use their own chain saws to remove them; to save the cost of mailings our block captains walk the newsletters to our doors; rather than hire an expensive HOA management firm our board of directors takes care of our administrative duties. All these volunteer activities save our community thousands of dollars in fees.

Administrative (Fiscal Year is November 1 - October 31)

Board meetings 4-5 times a year

Collect HOA dues, follow up collection of late fees (Pura Valdez)

Provide current financial statement at each board meeting (Pura)

Maintain up to date appropriate insurance and state mandated forms (Pura)

Annual review of books conducted at end of fiscal year (Scott Schaefer)

Provide HOA packets of information to realtors for home buyers (Donna Caruso)

Monitor neighborhood to keep homeowners in compliance with our by-laws' architectural rules
(Peg Desko and committee members)

Outreach

Quarterly newsletter edited (Donna Caruso and Elaine Wade)

Distribution of newsletters and homeowner directories (Block Captains)

Update and print annual homeowner directory (Donna Caruso)

Maintain WCWHA website (Donna)

Disseminate timely information via WCWHA email Listserv (Donna)

Organize annual picnic in the Park (Kim Wright)

Parkland Management

Spring Clean-up (organized by Al Meyer, with many community volunteers)

Establish a committee to study and plan a strategy to alleviate erosion along creek

Solicit bids and sign contract for summer mowing (Al)

Painting park benches, as needed (Al)

Frequent park walk-throughs to check park status (Al)

Removing large deadfall (Al, Fred Wright, Brian Kiviat, Scott Schaefer, and others)

Monitoring status of bridges and conducting necessary maintenance (Fred)

Contacting Fairfax County officials when stream issues arise (Al and Fred)

Hiring and overseeing Barcroft Builders for substantial repairs to bridges in October 2018
(Fred Wright, Al Meyer and Liz Segall)

2019 Board of Directors

Donna Caruso

Bob Mannion

Liz Segall

Pura Valdez

Fred Wright

Committee Chairs

Peg Desko, Architectural Committee

Al Meyer, Parkland

Kim Wright, Outreach