

DRAFT
ROXBURY HOMEOWNERS' ASSOCIATION
BOARD MEETING
July 17, 2014

1. The meeting convened at 7:00 p.m. The following board members were present:
 - Tonja Stewart, President
 - Muriel Brown, Vice-President
 - Daisy McGinley, Secretary-Treasurer
 - Joseph Langley, Director
 - Curtis Dudley, Director

2. Open session for visitors. None.

3. Minutes of the June 19, 2014, meeting were submitted by the Secretary. After discussion, Joseph Langley made a motion to accept the minutes with two editorial changes. Muriel Brown seconded the motion and they were unanimously accepted.

4. **ACC Report.** Minutes of the June 19, 2014, ACC meeting were submitted by the Secretary.

5. **Treasurer's Report**
 - For the month of June, the Treasurer reported that expenses exceeded income by about \$7,700. Expenses included the purchase of the mailboxes for \$6,380 and fence repairs of \$555. For the fiscal year, income exceeded expenses by about \$26,000. Total delinquent assessments at the end of June were about \$12,700 with seven owners being more than one quarter delinquent. Total reserves at the end of June were about \$116,300.
 - The Treasurer reported that she had just received a payment of almost \$1,000 from Mr. Kusi's wage garnishment which included reimbursement of legal fees. The Potter account will be paid at closing. The records will be taken to the CPA by early August for the audit and preparation of the tax returns. The CD at Burke & Herbert will mature in August and will be transferred to the money market account.
 - After discussion, the Board unanimously approved the report.

6. **Communications.** None.

7. **Old Business**
 - The Secretary reported that the estimate for the mailbox installation from Capital Masonry was \$5,950 compared to the estimate of \$3,922 from Handyman Matters. Via email, the Board had agreed to hire Handyman Matters for the installation of the new mailboxes and they are almost finished with the work. She passed out the new keys to the other Board members to distribute to the residents on their streets.
 - The President reported that she is still trying to contact Charles York of Brothers Paving to finalize the repaving issues. It was suggested that we add two more speed bumps (one more on Roxbury Place and one more on Roxbury Drive closer to Richmond Highway). Then it was suggested to add speed tables instead. The Secretary will check with Professional Grounds if the addition of speed tables would cause any problems for snow plowing.
 - The Secretary reported that she had not discussed the drainage issue behind 3755 and 3757 Roxbury Lane with Professional Grounds yet. Muriel Brown mentioned that the last time the

crew came to mow, they did not do anything on Roxbury Drive. Curtis Dudley and Tonja Stewart mentioned that the crew spent less than an hour in the community and spent part of that time sitting under the trees. The Secretary will contact Professional Grounds with the complaints.

- The Secretary reported that she has started researching the internet for a sign to use for meeting notices, etc. Curtis Dudley asked about what was needed and after discussion, he said that he might be able to build the type of sign we needed.

8. **New Business**

- The Secretary provided copies of the draft minutes for the annual meeting and after discussion, the Board agreed that they were accurate.
- The Secretary also provided a draft of the next newsletter for review. She is planning to mail it the last week of July and will refer to the flyer about the National Night Out that Muriel Brown wants to distribute with the mailbox keys. The Secretary will include a copy of the flyer summarizing the trash and recycling rules with the newsletter.
- There was discussion about the parking of two-wheeled vehicles and Joseph volunteered to research materials that could be used as parking decals. The consensus was that such vehicles would have to be registered as one of the two vehicles allowed to have decals.
- Regarding the problem with raccoons and skunks, Joseph stated that we are allowed to trap and kill them ourselves if we wanted to pursue that since the County Animal Control will not remove them from the community. Another option may be to contact Fairfax County about some kind of cover on the storm drains to keep the animals out.
- The last item was the election of officers. Tonja Stewart nominated Joseph Langley to be President. There was no objection so he was elected President unanimously. Muriel Brown was nominated to be Vice-President and there being no objection; it was unanimous. Daisy McGinley will remain Secretary-Treasurer.

9. The meeting was adjourned at 8:15 p.m. The date for the next meeting is August 21, 2014, at 7:00 p.m.

Minutes submitted by

Daisy McGinley
Secretary-Treasurer, RHOA