



Board Meeting Minutes for January 5, 2015

Meeting called to order at 7:05PM and adjourned at 7:55 PM - Location – Hudec #7260
Susan Arthur and Stephanie Simeone were absent.

February meeting to be held at Kevin's house - # 7276, 7:00PM.

December 2014 Minutes were approved 3-0.

New Business

1. **Treasurer's Report** - Account Balances for Period: 12/1/14 – 12/31/14

Wells Fargo Checking	\$15,999.27
Wells Fargo Money Market	\$235,423.58
BB&T CD	\$0
Total Reserves	\$235,423.58
Total All Funds	\$ 251,422.85

Income Statement and Vendor Payment Summary Attached.

- a) \$82.97 in overpayment of dues returned to homeowners to reconcile 2014.
- b) Received notice that trash collection will increase 3% in 2015. We currently pay \$1071.00 per month. A 3% increase will increase our payment by \$32.13 per month to \$1,103.13. We will be over budget by \$385.56 for the year. Recommend we watch expenses for the year and anticipate the difference will be made up by shortfalls in other budget categories throughout the year.
- c) We received our deposit check back from the McLean Community Center for our annual meeting room rental.
- d) Pond contract with Virginia Wetlands has ended.
- e) Reserves – \$3,748.00 was transferred to reserves from dues this month. This brings the total transferred to reserve to \$8,498.00 which is aligned with the 2014 budget.

Following is a list of all invoices paid from reserves. We have voted on all of these throughout the year but another vote should be taken to confirm agreement on all of these reserve expenses.

Landscape Improvements	\$5,000.00
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Legal review of governing docs	\$3,716.50
Tennis Windscreens	\$4,750.00
Community Assoc (Engineer) Study	\$1,000.00
O'Grady's (half #7266, Full #7209-7211)	\$3,430.00
Nova Foam Concrete	\$5,150.00
O'Grady's (Final half #7266)	\$2,450.00
JP Companies Concrete Repair	\$1,200.00
JP Companies Concrete Repair	\$1,200.00
Tennis Surface patching	\$500.00
Community Assoc (Engineer) Study Phase 1 Final Payment	\$1,960.00
Total	\$30,356.50
Transfer from MM Reserve to Checking	
6/1/2014	\$9,750.00
9/1/2014	\$5,000.00
12/1/2014	\$15,606.50
Total Transfer from Reserves	\$30,356.50

*Originally approved \$5,000 but only need \$3,716.50

*2014 Annual Mtg estimate was \$29,180 but did not account for tennis court repatching and 2nd payment to Engineer for RFP.

- f) We ended 2014 over budget by \$1,723.81. This is due to the expense for pond maintenance that was not budgeted. Need a vote to move this amount from reserves in 2015. Vote postponed until Feb.

2. Reports from Committee Chairs

- a. ARC - Davenport's have sold their house and the committee needs a replacement. The Board, Kevin, will contact Betsy with our suggestions for the replacement.
 - b. ARC - 7204 Improvement Application – a new garage door. Board approved 3-0
 - c. Landscape – no report
 - d. LRP – Road project postponed till spring – Paul moving ahead with planning.
 - e. Maintenance – Nothing happening at the moment.
 - f. Welcoming committee- Review/update materials that are handed out to new residents. Kevin to contact Bert and/or Laura to get copies of the info so we can see what it is and if it needs to be updated.
2. Langley School proposal to use EMP tennis courts. The Board is inclined to be in favor of this proposal however there are many questions that need to be answered. Before there is more deliberation, Kevin is going to contact the lawyer to see about legal issues and Bob is going to contact the insurance company to see if there are issues with coverage. The Board members will come up with questions that they have for the next meeting.
 3. **Snow removal preparation** – There is no legal requirement to shovel sidewalks, however, if the walks are shoveled by the community it must ensure that the walks are ice free so no one gets injured. The Board decided to table the issue until it become a legal requirement.
 4. **Use of CondoDocsOnline.com** – Kevin to look into this web site. Currently, the association makes a small amount of money from the sale of the disclosure books.
 5. **Newsletter for EMPOA** – Spring/Summer – Kevin to take this on – however in the meantime we will update the Association web site with winter info and let member know it is there.

Old Business

1. Community Inspection Report – next steps- David Liss to let the Board know who has not complied with the repair requests.
2. Review division of responsibilities by Board- This issue is postponed until we have full attendance. Bob to create a list of task/activities/contracts that need to be managed.

Robert Hudec for Susan Arthur, Secretary