Board Meeting Minutes for January 11, 2016

Board meeting called to order at 7:10 PM and adjourned at 8:20 PM – Location: KH - #7238

Approval of minutes – November 30, 2015 Board meeting, 5-0

Next Board meeting at SA- #7212, on February 8, 2016

New Business

1. **Treasurer's Report –**Account Balances for Period ending 12/31/15 were reviewed and:
   a. A determination was made to make all financials available upon request by EMPOA residents.
   b. As of the meeting, 4 EMP residents were delinquent with first quarter HOA dues payments.
   c. Treasurer proposed to transfer funds to reserves in the amount of $2313.00 resulting from a surplus in the 2015 operating budget.
      Motion made to transfer funds to reserves – 5-0 approved.
   d. Board decided that KP would serve as the second individual authorized to sign EMP checks, and KH will review all documents and reports from the Treasurer as back-up.

2. **Reports from Committee Chairs -**
   a. **ARC** – no new applications received*;* #7209 and #7213 have volunteered to replace two vacancies. It was reported that the past Chairwoman would host the first meeting so KH will follow up with both new members and the Chairwoman.
   b. **Landscape** –
   c. **LRP** –
   d. **Maintenance** –
   e. **Welcoming Committee** – it was discussed that there is still a need for volunteers; KH will reach out to #7201.

4. Safety Committee – the Board had previously determined that a five-member committee would be created to review safety issues within the community including speeding and parking; three residents have already volunteered to participate (#7201, #7213 and #7219). The committee will attempt to have its first meeting in February. The Board also commissioned and installed additional "Speed Limit", "Children at Play" and "Stop"signs to warn owners and guests alike. Other volunteer possibilities were discussed. It was also decided that a 'parking memo' prepared by outside counsel last year (related to other EMPOA issues), would be made available to the new committee.

5. Snow Removal Preparation – the Board had approved the renewal of the snow removal contract with O'Gradys for 2016. It was also determined that KH would inquire about the addition of hand shoveling and related costs as an amendment to the contract for this year.

6. Storm Drains on EMP Roads – at the November meeting the Board discussed the issue of installing a drain cover (near #7248) for child protection as recommended by several residents. There was

agreement conceptually by the Board about the safety concerns with the open drain; it was also agreed by the Board that the solution needs to allow for the drainage to work properly. As a follow up, RS reached out to Fairfax County and heard back from the Fairfax County Watershed Management that reported - 'We do not allow any screens to be put on the structures'.

7. Other Business – the Board discussed the EMPOA website email box and decided to remove it. In addition, SA will inquire about creating a password-protected website. KP also reviewed alternative ways for EMPOA to store documents, such as with homewise.com. More discussion is necessary. Lastly, it was reported that several disclosure books will need to be prepared for upcoming home sales.

Old Business –

1. Community Inspection Report – Community Inspection Services report from last year includes 4 outstanding items and the respective homeowners received a certified letter requesting all items be completed by January 31st. The Board will follow up on this.

2. ARC Violations – needs further discussion on ways to process and track violations and make them available to new residents. AE will check out the Cloud as a possible storage mechanism for these violations as well as ARC documentation, CIS reports, etc.

Susan Arthur, Secretary