

**MEETING MINUTES
GREENFIELD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 26, 2018**

The meeting was called to order at 7:04 PM at Lake Braddock Secondary School.

Board of Directors (BOD) members present were, **Michael Easdale, Jennifer Spaine, Kathy Smith, Lulu Alborno** and **Robin Cotchan**. **Tim Kirchner** represented Northern Virginia Management (NVM)

Agenda: Alborno motioned and Smith 2nd to approve the June 2018 agenda as amended. The motion carried.

Meeting Minutes: Smith motioned and Alborno 2nd to approve the meeting minutes from the April and May 2018 meeting. The motion carried

Members Forum:

- 5548 Peppercorn – Kyle Kammer – new roof approved. Asked owner to consult the board when replacing siding
- 5447 Crossrail Drive - Ginger Higgins - (1) Letter send to owner that parked in Ginger’s reserved spot and has been asked to a hearing. (2) Pile of trash/recycling near her unit Sunday morning. Lot 58 recycling’s bin was in the pile. Letter will be sent to owner of 5445 Crossrail Drive with invoice for pick up. (3) Brought paint colors for her house for approval. (4) Attempting to get 5445 Crossrail Drive to repair the rotting wood that is in her yard. Kirshner will take look at the house and send a letter to homeowner to have them address this issue.

Committee Reports:

- Treasurer’s Report: Reported balances as of May 2018
 - Operating Account:** \$10,959.12
 - Reserve Account:** \$127,333.02
 - Delinquencies:** \$-9,948.00
 - Total income year-to-date was:** \$5,349.72 over budget
 - Total operating expenses were:** \$2,353.70 over budget
 - Reserve contributions are as budgeted.**
- Newsletter Committee: Next newsletter scheduled for Aug/Sept.

Manager’s Report:

- Resale packages were requested this month for:
 - **5541 Peppercorn Drive**
- Inspections: Ongoing

Old Business:

- Parking/Towing: Moved to next month's meeting
- Tree Inspection Report: Jerry provided report. Tree removal proposal to be ready in July
- 2017 Audit: Auditors contacted Board Members in June.
- Concrete Repairs: Down payment has been made. Hope to get started in the next few weeks – weather permitting.
- Retaining Walls/Step replacement: Down payment has been made. Hope to get started in the next few weeks – weather permitting.

New Business:

- Letters Sent/Received: See pages 37-56 in the board packet.

The next monthly meeting will be held July 31, 2018 at 7:00PM.

Smith motioned and Spaine 2nd to adjourn the meeting. The motion carried with a unanimous vote.



Robin Cotchan, Secretary