

**MEETING MINUTES  
GREENFIELD HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 28, 2017**

The meeting was called to order at 7:00PM at Lake Braddock Secondary School.

Board of Directors (BOD) members present were **Michael Easdale**, President, **Jennifer Spaine**, Vice President. **Kathy Smith**, Treasurer, **Tim Kirchner** represented Northern Virginia Management (NVM).

**Agenda:** Easdale motioned and Smith 2<sup>nd</sup> to approve the February 28, 2017 agenda, as amended. The motion carried.

**Meeting Minutes:** The meeting minutes from the January 31st meeting are still in draft. Sapanara will complete and submit to the Board for review and approval.

**Members Forum:** No homeowners in attendance.

**Committee Reports:**

- **Treasurer's Report:** Reported balances as of January 2017 were:

<b>Operating Account:</b>	\$8,042.25
<b>Reserve Account:</b>	\$153,180.98
<b>Delinquencies:</b>	\$-11,150.19
<b>Total income year-to-date was:</b>	\$4,923.45 over budget
<b>Total operating expenses were:</b>	\$6,993.55 over budget
<b>Reserve contributions are as budgeted.</b>	
  
- **Newsletter Committee:** Sapanara will forward newsletter draft to Smith for early Spring distribution. Topics for newsletter include:

**Manager's Report:**

- Resale packages were requested this month:  
**5548 Peppercorn Drive**
  
- **Inspections:** Inspection of units in Greenfield is ongoing.
- **Accomplishment List:** Replaced firelane signs and painted all yellow curbs
- **2017 Parking Passes:** Have been mailed to homeowners. Enforcement on new tags begins March 1<sup>st</sup>.

**Old Business:**

- **Fire Department Violations:** Paperwork has been filed with the county. We are waiting on the Fire Department to come back to to inspect.

**New Business:**

- Letters Sent/Received: See pages 32-42 in the board packet.
- Tree and Limbs Down: A large tree fell and a number of limbs are down around the community from a recent storm. Tree has been cleared by a tree company. Most of the limbs have been taken care of. More work to be done in the next few weeks.
- Bus Stop Update: Each school needs to be contacted individually. Phone numbers were provided to the homeowner that requested the bus stop move.
- Spring Inspection Date:
- Neighborhood Yard Sale: Dates set for yard sale: 5/13 rain date 5/20

The next monthly meeting will be held March 28, 2017 at 7:00PM.

Easdale motioned and Spaine 2<sup>nd</sup> to adjourn the meeting. The motion carried with a unanimous vote.

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Jennifer Spaine, Vice President