

GLENKIRK ESTATES HOMEOWNERS ASSOCIATION, INC.
ANNUAL MEETING MINUTES
JUNE 13, 2011

Board Members Present: Tanisha Holland, Wendy Rios, Lee Wingo, Bill Yauss, Brian McGuinness

Others Present: Pam Ward, TWC Management

I. Call to order: Bill Yauss called the 2011 Annual Meeting to order at 7:01pm.

II. Verification of Quorum: A quorum was verified by Bill Yauss and Pam Ward.

III. Introductions: Board President, Bill Yauss, introduced the Glenkirk Estates HOA Board members and Pam Ward of TWC Association Management.

IV. Review of 2010 Minutes:

Motion: Tanisha Holland moved to approve the minutes of the 2010 Annual Meeting as presented. The motion was seconded by Lee Wingo. The motion was passed and approved.

V. Financial Report:

Pam Ward reported that the Glenkirk Estates HOA has about 1.5 years left until the association is required to perform another reserve study update. They are done every five years. She also stated that because more homeowners are in the community and paying fees, the reserves have caught up to where they should be according to the study.

There was extensive discussion with regard to the delinquent accounts and if there was more the HOA could do to collect past due fees. Pam Ward explained the legal restrictions and options available and emphasized the relationship between the amount of money spent vs. the amount of money recovered.

A resident asked what made up the pool management costs. Pam Ward described all the expenses such as hiring and training life guards, insurance, cleaning, chemicals, supplies and how expensive these items are to have and maintain. Much of what has to be done at the pool is mandated by Prince William County.

VI. Glenkirk Development Report:

Bill Yauss updated the current development status within the community. He discussed sections 6, 6A, and 7 and that Drees is working toward bond release and is planning to place final asphalt on the roads in these sections in the fall of 2011.

VII. Maintenance Concerns and Violations:

Discussions involved how poorly some of the lawns are being maintained by residents. Pam Ward explained the process of how violations are handled by the landscaper, which

includes taking pictures for documentation and mowing by a grounds maintenance company. She also explained how Glenkirk now uses an outside person (not living in the community) to perform onsite inspections for violations.

A resident complained about a trailer that is parked on the street outside their home. Pam Ward explained that the HOA cannot tow vehicles off a VDOT road. PWC will not allow it.

Concerns were expressed over parking along Estate Manor at intersections and the difficulty with visibility of oncoming traffic and pedestrian safety. The Board suggested that concerned residents contact VDOT to see what options may be available.

Resident complained about garbage cans being left out in front of homes where they can be seen. There were suggestions to allow storage of garbage cans alongside the garages in the side yards. Pam Ward said that this could be considered and changed in the architectural guidelines with enough community support.

VIII. Community Issues:

The subject of yard lamp posts and light bulbs was discussed, and emphasis was placed on residents keeping their lamps on with replacement bulbs when needed. Wendy Rios noted that keeping the lights on should help deter crime and opportunity.

A resident asked about the tot lots and when the wood chips may be replenished. Pam Ward said that this would be happening soon.

Discussion about pet waste stations being installed within the community was a lengthy topic. TWC responded that the Board has been looking into the costs and possible locations. A typical cost per station is approximately \$650.00 installed. There are weekly service charges to empty the trash containers and replenish the bags. There was much debate over this topic and specifically where the stations would be placed. In general, there was a lot of support for the idea since dog waste is such a problem.

Wendy Rios and Tanisha Holland spoke about the Social Committee and how they need volunteers. They discussed the use of the clubhouse for events such as poker nights and zumba dance and how that would be good for community spirit.

A homeowner had some neighborhood watch information for other sections within the community if residents were interested. There was going to be a meeting on June 22, 2011.

There was discussion regarding the HOA changeover to replace the three Drees Board of Directors (BOD) with three resident owners. The BOD asked the residents to begin to consider volunteering to be a member of the BOD.

IX. Adjournment:

Motion: Bill Yauss moved, Brian McGuinness seconded a motion to adjourn the 2011 annual meeting at 8:35pm.