



## Twin Oaks Farm HOA

Meeting Minutes  
January 17, 2017

Meeting start time: 7:29pm

Quorum met: Board Attendees – M. Blas, C Fillinger, M Bilock, A DeSantis, C Sharp, J Schoolcraft, I White

Additional attendees: Property Manager Brian Heisler, resident

Resident concern:

- UPS package stolen from front of her house. Wondering if anyone else has had this type of experience

**Motion to approve minutes from November 2016 meeting: 1 C Sharp 2 I White: APPROVED**

President's report:

- Need to reinforce the GHA services number for residents to call for any concerns in the neighborhood.

Treasurers' report:

- Reconciling monthly invoices to ensure there are no duplicates and none have been overlooked
- Recommend being proactive in how we oversee physical assets such as pool equipment which has been stored outside during the last few years as construction was done on pool house. Wear and tear will be greater and these items may need to be replaced in the not too distant future.
  - o Look at creating a asset replacement list

Grounds report:

- Spring walk-through will be done in March/April timeframe
- Resident notified Board of powder along walking trails
  - o Substance was flour and was put there by the Boy Scouts during one of their activities

ARC report:

- Nothing currently open
- POC changing from Al DeSantis to Imke White

Communication report:

- Launched community on nextdoor.com

Social Committee report:



- None

Pool report:

- Major water leak in pool house. Fire department responded. Water was shut off. Water remediation company was contacted and cleanup has been completed.
- Resident called GHA's after-hours emergency number. Brian was notified and came to the pool house. Insurance company was notified. Reconstruction company visit is scheduled, not GHA Services. Will be using reconstruction company for all repairs to pool house facility
- Fireplace has arrived from GHA Services. Washington Gas is installing the gas line this week and then GHA Services will be able to install fireplace.

**Motion to approve the purchase of window treatments for pool house facility for a total dollar amount not to exceed \$1,500: 1 M Bilock 2 C Fillinger: APPROVED**

Management report:

- VDoT will be putting no parking signs on both sides of street from Minnieville to Maple Ridge

Old Business:

- None

New Business:

- Work on creating a decal containing GHA Services contact info to put on windows in the pool house

**Motion to pay GHA Services on a graduated schedule of 40% now, 30% post-fireplace installation and 30% post-final walk-through, respectively, as voted on via email: 1 C Fillinger 2 C Sharp: APPROVED**

**Motion to adjourn meeting at 8:18pm: 1 J Schoolcraft, 2 C Sharp: APPROVED**

**Next meeting will be February 21, 2017**