3Meadows at Morris Farm
Minutes of the Board of Directors' Meeting
Teleconference Meeting Hosted by SFMC
March 18, 2021

BOARD MEMBERS PRESENT:
- Dana Alexy, President
- Leon Davidson, Vice President
- Kim Sullins, Treasurer
- Tim Kirkpatrick, Secretary
- Sunny Son, Member At Large

BOARD MEMBERS ABSENT: None

OTHERS PRESENT:
- Darnell Robertson, Community Manager, SFMC
- Jennifer DelVecchio, Recording Secretary

I. CALL TO ORDER: Ms. Alexy called the March 18, 2021 Meadows at Morris Farm Board of Directors' Meeting to order at 7:00 p.m.

II. ROLL CALL/VERIFICATION OF QUORUM: Roll call was taken and the presence of a quorum was established.

III. APPROVAL OF AGENDA: Ms. Alexy requested the following items be tabled to the next Board meeting: Communications Committee Report, Storm Water Management Fence and Reserve Projects discussion.

MOTION was made by Ms. Alexy and seconded by Ms. Sun, to approve the Agenda as amended. The motion passed (5-0-0).

IV. APPROVAL OF MINUTES:

MOTION was made by Mr. Kirkpatrick and seconded by Mr. Davidson, to approve the minutes for the Board meeting on February 18, 2021, as presented. The motion passed (5-0-0).

V. GUEST SPEAKERS:

Dan Dittman of Greystone Concrete Restoration, recommended a 4 inch wide x 8 foot long deck drain in lieu of 4 inch round drains currently spaced throughout the deck. He will provide pictures of the drains and asked the Board for a decision by Monday, March 22. He advised the Board that things were on schedule. The electrician will need 2-3 days to complete his portion of the work.

Kevin Ackert of NV Pools advised everything is in good shape with regard to the sun shade. Waiting for final inspection to complete installation of the sun shade. He also recommended repair of one skimmer and a pressure test to the skimmer line before concrete is complete.

John Donovan of NV Pools advised the Board that as of today no guidance has been received from the Governor for the 2021 pool season. He recommended planning on opening the pool with the same restrictions that they ended with last summer. He will stay on top of the current guidelines and work with the Board and the Pool Committee as the opening gets closer.

VI. <u>PRESIDENT'S REPORT:</u> Ms. Alexy advised that she had spoken with Jeanine Lawson's office and they are working on a solution for the Storm Water Management Fence. She reviewed the on-going Eagle Scout Project in the community. Mr. Griffin Bennet gave an update on this project and answered questions from the Board.

VII. <u>RESIDENT OPEN FORUM:</u>

8966 Screech Owl expressed concerns that the landscapers were not aware of where her property line was as it abuts the common area. Mr. Robertson will walk this area with landscapers to make sure they are aware and meet with owner regarding other issues. Owner also suggested blast emails be sent to residents when needs arise.

VIII. <u>FINANCIAL MANAGEMENT:</u>

A. Financial Review: Ms. Sullins shared some questions and concerns regarding the February financials. HOA is over budget on snow removal and operating expenses. She felt that this would even out and that transfers are pending for the on-going projects. She and Mr. Robertson will continue discussions off line.

B. Reserve Study Update: Ms. Alexy received the draft Reserve Study from Reserve Advisors. She will send a copy to the Board members for comments before submitting change requests to Reserve Advisors.

C. 2020 Draft Audit The representation letter and draft audit were included in the Board Packet. Ms. Alexy solicited comments from the Board. There being none, Ms. Alexy will sign and send back to Mr. Robertson.

IX. <u>COMMITTEE REPORTS:</u>

A. <u>Activities Committee:</u> Ms. Oister advised the Board she had sent out an email for the Spring Event which runs March 24 - 27. The community Yard Sale will be held on May 1. The Pool Opening Party is pending confirmation of opening of the pool.

B. <u>Pool Committee:</u> This topic was discussed during the Guest Presentation. Ms. Cusson will meet with NV Pools and will provide a plan at the end of the month for the Board to review.

C. <u>Grounds Committee:</u>

1. Little Free Library: Ms. Onaran advised the Little Free Library kits will arrive on Saturday. She will coordinate with Mr. Kirkpatrick and Mr. Gillette for assembly. Ms. Sullins will post request on the community Facebook page for a volunteer to manage the donations.

2. Community Cleanup: Communicated with Keep Prince William Beautiful. They provide all materials for this event (bags, vests, tools, etc.). Ms. Onaran will provide the Board a list of any materials that need to be purchased.

X. <u>MANAGEMENT UPDATE</u>:

A. Renovation Project Update: Mr. Robertson will follow up with Greystone regarding the drains and a particular concern that he has. The fence is to be delivered May 1-7 and will need 3-4 days to install.

B. Master Site Plan Update: Two design quotes have been received and neither designer asked for a site plan. Further discussion ensued regarding design plan for the community. Mr.Robertson will continue to work on this issue.

C. PWC Update: Mr. Robertson has continued to pursue an update from the county. He has not received a response and will continue to pursue.

XI. <u>UNFINISHED BUSINESS:</u>

A. Little Free Library Installation: Mr. Robertson received a quote for $50 per unit to install the Little Free Library posts. After discussion with the Board, the following motion was made:

MOTION: Motion was made by Ms. Sun, and seconded by Ms. Alexy, to approve the proposal from L&P Carpenter, LLC for $50 per unit to install The Little Free Libraries. The motion passed (5-0-0).

B. Pool House Renovation Architect Proposals:

1. Loveless Porter Architect Meeting Schedule: Mr. Robertson is getting this scheduled.

2. Pool concrete, sunshade and fence update: Discussed during Guest Presentation.

C. HLS Irrigation Report: Proposals were received for repairs and enhancements which would total around $3,300 if all were completed. Discussion was held by the Board of the irrigation system and historical repairs and maintenance. Ways to control and manage the irrigation system going forward were also discussed. Mr. Robertson will get quotes from irrigation companies for future maintenance.

MOTION: Motion was made by Ms. Sullins, and seconded by Mr. Davidson, to approve the proposal from HLS for $3,291.00 to repair the irrigation system. The motion passed (5-0-0).

D. Master Landscape Site Plan: Mr. Robertson will email quotes to the Board for review. Ms. Onaran also reached out to several companies for input. The Board discussed the various options for improvements within the community. Decision on this issue was tabled to the next Board meeting.

XII. NEW BUSINESS:

A. Doody Calls Proposals: Repair issues were discussed. Mr. Robertson will ask them to update the map that was provided with the proposal.

B. Common Area Tree Replacement: Mr. Robertson will email a proposal to the Board via email.

C. Reserve Projects: This item was tabled to the next Board meeting.

D. Playground (Willet Way) Swing Mats: New mats are needed at the swings.

MOTION: Motion was made by Ms. Alexy, and seconded by Mr. Davidson, to approve the proposal from Playground Specialists for $875.00 to purchase and install two swing mats at the playground at Willet Way. The motion passed (5-0-0).

E. Architectural Design Applications: Architectural Design Applications will be reviewed via email.

XIII. <u>EXECUTIVE SESSION:</u> The Board moved into Executive Session at 9:40 p.m.

XIV. <u>RECONVENED:</u> The Board existed Executive Session at 9:47 p.m. and reconvened the Board Meeting.

XV. <u>ADJOURNMENT:</u>

MOTION: Motion was made by Ms. Alexy, and seconded by Mr. Davidson, to adjourn the Board meeting at 9:47 p.m.. The motion passed (5-0-0).