

**ARROWOOD HOMEOWNERS ASSOCIATION**  
**P.O. BOX 1836**  
**MANASSAS, VA 20108**

Board of Directors Monthly Meeting  
April 5, 2006 7:30p.m.  
Buckhall Fire Department

Attendees: Barbara Opicka, Dennis Opicka, Lisa McLaren, Acacia Ellis, Sharon Jones, Casey Jones, Kathy Hellin, Keith Hellin, Joe Schiesl, Brenda VanPelt, Krista Miller, Ralph Keene, Karen Moyer, Kathryn Scott, Barbara Rebelo, Beth Starrs, Kate James, Don Markel, Byron Lewis, Lonny Moyer.

Meeting called to order at 7:36 p.m.

**Old Business**

Discussion of Ralph Keene being on the Board - Karen showed documentation of when Ralph was elected to the Board. (2001 & 2004) He is up for re-election in 2007. Ralph stated that he would resign from the Board after the meeting.

Previous meeting minutes approved with one correction. (Adding Acacia Ellis to the attendees. She was not on the sign in sheet) She also volunteered to be on the Nomination Committee.

**New Business**

**Quarterly Meetings-** Brenda motioned: To change the Board Meetings to quarterly. It was stated, that the By-Laws state that the Board can change the meetings to quarterly. After discussion, it was decided to table the vote till the next monthly board meeting. Kate James found and read in the By-Laws:(Amendment and Supersedure of By-laws of Arrowood Homeowners Association) Article VI- Meeting of Directors. Section 1. Regular meetings of the Board of Directors shall be held monthly, without notice, at such place and hour as may be fixed from time to time at least one (1) week in advance by resolution of the Board. Should said meeting fall upon a legal holiday, than that meeting shall be held at the same time on the next day which is not a legal holiday.

**HOA Meetings- Byron Lewis-** Byron will be traveling more with his job. He stated he is still getting done what needs to on the ARC Comm.

**JD Lawn Service-** They are to fix the light at the front of the neighborhood.

**Playground-** Brenda said that the playground is in bad shape. She contacted NOVAC to see about putting in more lights in that area. (waiting for response)

Krista contacted Bishop's Tennis Inc. She had a new contract from them. The Board discussed what they wanted on that contract to bring up at the Annual Meeting.

The Board agreed on:-Lighting-Resurfacing-Additional Basketball court (one at each end)-to keep bikes out-Half court lines/tennis-basketball rim-replace fence(keep existing poles)-8 x 12 ft.

fiberglass backboard for tennis. Total cost: \$26,310.00. Also, get new picnic tables.

It was suggested that homeowners pay a one time fee for upkeep of tennis/basketball court. It was mentioned to be \$100.00 per household.

Brenda mentioned to check with Trash Co. to see what they will accept for the container at the dog post at the gazebo. Krista motioned: to mention dues increase at the Annual Meeting because of increase cost of trash collection.

**New Board Member Class-** Krista motioned for: New Board Members should be required to take the VA Property Act class for HOA Board Members. The Board will pay the fee for this class. Motion 2<sup>nd</sup>. APPROVED.

**ARC-**Gazebo in a back yard- a letter will be sent out. ( Outside of guidelines). No application submitted. Byron will talk to them.

Dead tree in common area- Evergreen Terrace was contacted. They will work with the homeowner to correct issue. Evergreen Terrace will replace trees by the playground.

**Dues Increase-**There will be a dues increase for next year. (will be mentioned at annual mtg)

**Disclosure pkg.-**Krista has been processing them with Brenda and Don.

**ARC Rewrite-**Haven't heard from Cummings and Assoc. for re-write. Krista wants to go to the HOA Attorney to have him re-write. Krista motioned: to send the RFP to the attorney to review. He needs to give us his fees and how long it will take. Motion 2<sup>nd</sup>.

**ARC Applications-** 2 application submitted. 1) for a pool that had been there for 2 years. Need to get a copy of county permits. 2)for a fence.

**Nomination Comm.-**they received names for those running for the Board. The Comm. sent out the ballots.

Don wanted to clarify homeowners in good standings for the vote at the Annual Meeting. He motioned: To accept a homeowner in good standings if they owed \$25.00 or less. Motioned 2<sup>nd</sup>. APPROVED

**Ralph** brought up that the Virginia Privacy Act was violated when 2004 ballots were not destroyed. He stated that all ballots should be destroyed after the votes are counted and documented. The 2004 ballots were not documented to the community at this time.

**Ralph** said he would resign after the meeting.

**Social Comm.-**No news.

**Treasury-** received statements from the Accountant .(Annual Report)

**Adopt-a-highway** Byron wants to put something in the newsletter about it.

**Community Time-**1) Krista gave e-mail to Karen from the Attorney about Ralph being on the Board after missing 6 consecutive meetings.2) Attorney is charged every time we contact him. 3) Yard sale signs-Put up in Community a week in advance. 4)Basketball courts in streets. 5)Can Board members be sent the agenda before the monthly meeting. 6)To see if Steve Stevens can come to Annual Meeting to answer questions about the RV/Boat/Trailer issue. Meeting adjourned at 9:24p.m.

See Amendments to April 2006 Meeting Minutes on August 2006 Meeting Minutes.