

**Arrowood Homeowners Association, Inc.**  
**Board of Directors Architectural Meeting**  
**Central Library, Manassas, Virginia**  
**August 10, 2016**

**Attendance**

Board Members Present: Chris Spicer, Patty Sisk, John McLaren (Arrived at 7:20pm), Bill Gee, Michael Payne, John Bashore

Board Members Absent: Pamela Morris

Sequoia Management Present: Danny Niemi and Jessica Azzarano, referred to as Management.

**Call to Order**

Chris Spicer called the meeting to order at 7:08 p.m.

**I. Homeowner Comment Period**

Homeowners were present to discuss their Architectural Applications which were previously submitted and/or brought to the meeting.

**II. Architectural Applications**

1. 9560 Linden Wood – Roof & Siding – Chris made a motion to approve as submitted, Patty seconded, and all were in favor.
2. 9585 Manassas Forge – Windows, Siding, Shutters, Trim  
Bill made a motion to approve the siding, soffit, gutters, and trim as submitted, John M. seconded, and all were in favor.  
Bill made a motion to deny the windows as submitted and indicated all windows must have grids/mullions installed; if the homeowner wants to proceed with replacement of the windows with grids/mullions installed, that was acceptable. John M. seconded, and all were in favor.
3. 9580 Manassas Forge – Roof, siding, shutters – Michael made a motion to approve as submitted, Chris seconded, and all were in favor.
4. 9576 Manassas Forge – Single Garage Door/Barn Style Door – Michael made a motion to approve with the stipulation that the decorative hinges are not installed and the handles must be placed in the horizontal position. John B. seconded, motion carried with a 4,2,0 vote. Patty and Bill opposed.
5. 8158 Lone Oak – Siding & Garage Door Replacement - Michael made a motion to approve as submitted, Chris seconded, and all were in favor.
6. 9605 Linden Wood – Roof – Bill made a motion to approve as submitted, Chris seconded, and all were in favor.
7. 9932 Arrowood – Roof – Bill made a motion to approve as submitted, John B. seconded, and all were in favor.
8. 9826 Arrowood – Roof & Siding – Michael made a motion to approve as submitted, Bill seconded, and all were in favor.
9. 9590 Linden Wood – Remove existing deck and install a screened porch - Bill made a motion to approve as submitted, Chris seconded, and all were in favor.
10. 9737 Manassas Forge – Roof & Siding - Michael made a motion to approve as submitted, John B. seconded, and all were in favor.
11. 9744 Manassas Forge – Siding - Michael made a motion to approve as submitted, John B. seconded, and all were in favor.

12. 9819 Arrowood – Siding – Bill made a motion to approve as submitted, Patty seconded, and all were in favor.
13. 9916 Arrowood – Roof - Bill made a motion to approve as submitted, John B. seconded, and all were in favor.
14. 9141 Calder- Roof – Bill made a motion to approve as submitted, John B. seconded, and all were in favor.
15. 9712 Manassas Forge – Siding & Roof – Bill made a motion to approve as submitted, Michael seconded, and all were in favor.
16. 8016 Folkstone – Roof - Michael made a motion to approve as submitted, Bill seconded, and all were in favor.
17. 8159 Grand – Gutters, Window Screens, Fascia Board Trim Color – John M. made a motion to approve as submitted, Michael seconded, and all were in favor.

### **New Business**

Chris commented that the irrigation system was turning on at midnight for the past few nights. Management is to check on this with Premier and report back to the Board on the status. Chris was also concerned that the new plantings at the entrance instead of flowers may have been a bad idea as there is not color like there used to be and it looks unkempt.

Management is to try to book the library meeting room for all future meetings and report to the Board if this is the new location.

Rob Hawkins was in attendance to discuss issues with solicitation and how the Board is planning on solving the issue. The Board indicated that they will look further into the issues and see what can be done, if anything. Rob would like a No Trespassing sign to be installed at the entrances. The Board did not like this idea initially, but will take this request into consideration.

The Draft Architectural Guidelines was handed out by Bill to all Board members for review. Bill asked that all Board members respond to him with “Tracked Changes” in Word and send him any differences. He will then use those to formalize the final draft for approval. The Board was reminded by Management that the new Guidelines must be consistent with the covenants as written in the Declaration and cannot conflict or provide variances to what the recorded covenants already state.

### **Adjournment**

The meeting was adjourned at 8:47 p.m.