GOVERNOR’S GROVE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

November 29, 2012

**CALL TO ORDER:** The extra meeting was called to order at 7 p.m. at the Ryden residence by the President of the Board, Harvey Johnson with all board members present (Chris Ryden –VP, Sandye Blalock - Secretary, Jason Knapp - Treasurer, Sharon Voss-Northrop - LARC). No committee members or residents attended nor Armstrong as this was a follow-up meeting for projects being worked and to further review and discuss the Reserve Study received a the 1 Nov meeting.

**APPROVAL OF THE MINUTES:** The 1 Nov minutes and these minutes will be accomplished at the next regularly scheduled board meeting in January.

**RESERVE STUDY:**

* After a thorough line by line review of the Reserve Study and any recommended edits along with its recommended 4.6% dues increase, the board voted to approve a 3% homeowners association dues increase for 2013.
* Chris volunteered to research whether homeowners or the U.S. Postal Service owns the mailboxes as the reserve study noted lack of clarity.
* Discussion of projects needed for 2013 are
	+ Re-painting metal railings along the pond area retaining wall, east entrance overflow secondary pond area and touch up decorative metal faux gates at both entrances if also needed.
	+ Review quote Chris Ryden received for replacing front entrance light fixtures. Board voted to have the flower beds extended a few feet so that the light fixtures would be enclosed inside the flower beds to avoid mowers hitting them. Sandye Blalock to get quote from Springfield Nursery Inc (SNI) to do this work.

**COMMON AREA IRRIGATION PLAN & TREE REPLACEMENT/ADD PLAN:**

* Jason volunteered to take lead on developing the irrigation plan and priority phasing. Sharon volunteered to assist.
* Sandye to take lead on tree replacements or new additive trees with assistance from Sharon and Jason as it must coordinate with the irrigation plans for watering.
* Board approved removal of fallen and rotting trees behind 5614 GovPondCir. Sandye coordinated getting Fairfax County Re-Tree program to donate approx 30 saplings to re-place these trees which caused a large vacant area in our woods. SNI installed the small saplings for $5 each with board approval by email.

**DISCUSSION OF RECENT AUDIT:**

* The board is still discussing the recent audit which has not been signed pending gathering questions and answers. Sandye to re-send comments to the rest of the board noting issues with current audit’s questions, need for updated internal controls from Armstrong be provided to the current board which are all new since last audit and review of internal controls, auditor provided results to Armstrong and not the HOA board as required, etc. Harvey to gather all board member comments and task Armstrong and auditor to provide responses.

**MISC BUSINESS UPDATES:**

* Chris, Jason and Harvey devoted a weekend to voluntarily power-washing all the brick at both front entrances. Great job at removing the mold and dirt enhancing the neighborhood’s first impression.
* Dog Park update – Chris verified the contract has been signed and will be installed in the next 2 weeks if possible. Jason has the sign for dog park rules ordered noting this park is for Governors Grove residents only, etc. Chris to order the bag holder for poop bags. A trash can will be moved from the tot lot area to the dog park area. Chris and Jason volunteered to clean up and move 1-2 picnic tables down closer to the dog park.
* Sharon provided an update on a LARC application requesting to install a back-up generator. Board discussion and Sharon compiled questions for the homeowner regarding the noise level, type of generator, location of generator, etc.
* Chris provided the board with updated new latch and lock proposed for the tennis court gate; board approved. Chris volunteered to order and install.
* Board tentatively approved a fall mulching by SNI but due to late date, this is canceled. Sandye is still negotiating new SNI contract and costs for additional work such as replacing dead shrubs, clearing to marked lot line on the east side across from the tennis courts, repair of common area erosion affecting 5631 GovPondCir’s fence, etc.

**ADJOURNMENT:** Harvey adjourned the meeting at 8:30 p.m.