

Lake Forest Community Association Minutes of December 2002 General Membership Meeting

The Lake Forest Community Association met at Pohick Regional Library on December 12, 2002.

Meeting called to order at 7:35 p.m by Beverly Franklin, chairperson.

Board members present: Beverly Franklin, Steve Gilbert, Evelyn Hempstead, Harry Hopkins, Tom Quigley, and Dave Wilson. Board members absent: Wes Cox and Jim Evans.

The board members introduced themselves and then the attendees were asked to introduce themselves and give the name of the street where they live.

Old Business

Minutes of the last meeting were approved as written.

Beverly read over the list of activities (community day, entrance beautification, trail repair, trash collection, milky spore, curb painting, replacement of signs (pipe stems), message signs at entrances, web site, holiday decoration contest) of the association with a brief explanation for each. A question about curb painting as to when it will be done - in the spring of this year. Also, there was a brief discussion about the holiday decorating contest and not giving any money this year. It was suggested we try to recoup past monies, but we explained that is not possible.

Treasurer's Report

Wesley Cox, LFCA Treasureer, was unable to attend the meeting and asked Steve Gilbert to present the annual report. During the last audit, the financial consultant recommended several changes to the way we organize our budget. Most of these suggestions were presented to the General Membership for approval.

The first recommendation was to reduce the total number of budget line items by grouping them together. These proposed changes included:

- "Legal", "Corporate License", and "Banking Fees" combined into "**Fees**"
- "Office Supplies" and "Printing" combined into "**Office Supplies/Printing**"

- “Landscaping/Entr. Plants Maint” and “Entrance & Sign Maintenance” combined into **“Entrances”**
- All former ground care expenses placed in **“Common Areas”**
- **“Other Expenses”** line item formed from “Architecture Control”, “Block Captains”, “Seller’s Disclosure Packets” and “Holiday Decoration Awards”
- **“Community Activities”** was formed from “Publicity/Yard Sale” and “Community Day/Support”
- “Milky Spore” was moved to a reserve budget item

The second recommendation was to cease the holiday decoration awards. As a tax-exempt organization, we cannot distribute funds to a single individual or group of individuals. And for the final recommendation, we formalized the reserve line items into a “Nonrecurring Expenses/Reserves” category. This puts us in line with the Property Owners Association Act that requires every association to conduct a reserve study at least once every five years and review the most recent study at least once every year.

The General Membership approved all recommendations.

Discussion

The question of reserve funds was also brought up. The reserve funds on a recurring basis are required by the county.

Since the budget included an \$8,000 outlay for a watering system for the three entrances, Tom and Evelyn gave a presentation regarding what the board was proposing. Working with VDOT, Fairfax County Water Authority would put in the pipes from their site to the entrances, from there we would contract a plumber to put in the necessary faucets and connections. The cost would be \$5.25 per quarter minimum plus the cost of any water used. Installation would be \$1,250 for each site. There would be a timer box using a battery in a locked box. The water would be low pressure, potable with the proper signage, and would be for the entrances only.

Following a question and answer discussion period, it was moved, seconded and passed that we approve the monies for the watering project.

After much discussion on the 2003 budget, a motion was made, seconded, and passed to approve the budget.

Other Business

Beverly asked those members present if anyone would be interested in joining the board. One person present was going to think it over and get back to us.

Steve Gilbert also reported that the monopole project has been put on hold until March.

Meeting adjourned at 8:45 p.m.