



## Civic Association of Hollin Hills

### Board Meeting Minutes

April 3, 2008

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1. Call to Order – Richard Seltzer, President

The meeting was called to order at 7:00 pm at Robert Fina's house.

Attendance was as follows:

Richard Seltzer, President	Present
Chris McNamara, Vice President	Not Present
Gus Matson, Treasurer	Present
Diana White, Secretary	Present
Robert Fina, Social Activities & Director-at-Large	Present
Heather Watenpaugh, Membership & Director-at Large	Present
Michael Damitz, MVCCA & Director-at Large	Not Present
Lee Ann Kinzer, Parks & Director-at Large	Present
Sally Collins, HH Pool & Director-at Large	Present

2. March minutes:

The minutes for the March 6 meeting were approved.

The Board decided that meeting minutes would be circulated for approval electronically, and posted on the website within ten days of the meeting when possible.

3. Spring Membership Meeting:

- Notice of the April 17 meeting appeared in the April Bulletin. Sally will confirm that the school is available and reserve it for the meeting.
- Agenda for the meeting will include approval of the Budget and DRC Guidelines Review update.
- Dick will ask Jere Gibber to deliver an update on the Historic nomination application.

4. Bulletin guidelines:

The board approved the bulletin classified and recommendations guidelines as written. (copy attached)

5. DRC:

- The DRC is seeking a new female member to fill an upcoming vacancy.

- b. Owner of 7507 Elba Rd has declined to change his gutters to box gutters. He has until April 30 to comply. The Board will wait until the next meeting to take action. Discussion about whom to use for legal representation.
6. Treasurer's Report:
- a. The Pool and Tennis club taxes still need to be paid to CAHH. Gus will invoice both clubs by the membership meeting and request payment.
  - b. Fifty percent of collected dues will be earmarked to support the 5-year rolling parks plan for as long as dues remain at \$100 per year
  - c. Discussion on establishing a legal fund reserve resulted in no action taken.
  - d. Gus is going to purchase the budget module for QuickBooks online at a cost of about \$100.
  - e. The pool note has not yet been reissued. Dick will follow up with the bank. The balance is approximately \$16,000, which could be paid off, but the Pool Committee prefers to have a mortgage.
- 6 Membership Report:
- a. The Directory is at the printer and is expected to be distributed before the Membership meeting. New volunteers will be needed to proof read next year's directory.
  - b. Membership forms were mailed to each Hollin Hills household, using the USPS mailing service. Forms will also be included in the May, June and July Bulletins.
  - c. Plans for a Greeter Tea are under preliminary discussion.
- 7 Parks Report:
- Lee Ann reported on clean-up and planting activities underway for the parks. Tables and trash cans will be ordered for Voigt Park and the county will be asked for planting assistance for Goodman Park for erosion mitigation.
- 8 MVCCA:
- Dick reported that the following liaison positions have been filled:
- Environment and Recreation Committee – Paul Phelps
  - Affordable Housing Committee – Bob Kinzer
  - Education Committee – Pam Koger-Jesup
  - Consumer Affairs Committee – vacant – Gus will contact Barbara Wickham
- 9 Pool Report:
- a. Plantings are scheduled to go in on April 7th.
  - b. The general contractor the Pool Committee planned to hire for the re-piping project is no longer available. The committee hopes to work out another arrangement with him.
  - c. The pool is scheduled to be filled before the House and Garden Tour.
  - d. Robert asked why they had decided new piped were required now. Pool people feel pipe failure imminent.

- e. Dick has posted notices on trucks in pool parking lot that they will be towed if not gone by April 15.
  - f. Dick will be meeting with ATT reps for informational discussion about possible wireless communication infrastructure.
10. Old Business:
- a. A letter will be sent to the Virginia DoT asking them to reconsider their denial of a painted crosswalk at the intersection of Brentwood and Elba Roads, and cc Gerry Hyland.
  - b. Chris is considering some changes to the website design, but was not available to report on it.
  - c. Friends of Hollin Hills has been tabled.
  - d. The Constant Contact community e-mail program is working well.
  - e. The House and Garden tour is scheduled for April 26<sup>th</sup>.

The next meeting will be Tuesday, May 6<sup>th</sup> at Lee Ann's house.

Meeting was adjourned at approximately 9:30pm.