



Civic Association of Hollin Hills

Board Meeting Minutes

July 15, 2008

1. Call to Order – Richard Seltzer, President
The meeting was called to order at 7:00pm at Chris McNamara's house.
Attendance was as follows:

Richard Seltzer, President	Present
Chris McNamara, Vice President	Present
Gus Matson, Treasurer	Present
Diana White, Secretary	Present
Robert Fina, Social Activities & Director-at-Large	Not Present
Heather Watenpaugh, Membership & Director-at Large	Present
Michael Damitz, MVCCA & Director-at Large	Present
Lee Ann Kinzer, Parks & Director-at Large	Present
Sally Collins, HH Pool & Director-at Large	Present
Tania Ryan – 60 th Anniversary Committee	
Jay Pascoe – 60 th Anniversary Committee	

2. 60th Anniversary Plans Update:
 - a. Tania Ryan and Jay Pascoe reported on plans for Hollin Hills 60th anniversary celebration to be held March 14, 2009 at the Unitarian Church. The planning committee has been formed, and activities will include several additional social events leading up to the main celebration.
 - b. On a motion by Gus, seconded by Mike, the Board approved \$2500 in initial seed money for the 60th Anniversary Committee to proceed. Distribution of funds and collection of proceeds will be handled through the CAHH Treasurer.

3. AT&T Cell Phone Tower Proposal:
 - a. AT&T has provided a draft lease and siting proposal for review by the Board. The Board has agreed that as much information as possible should be obtained from AT&T before the proposal is presented to the community for a vote. Once the Board feels sufficient information has been provided by AT&T, a proposal will be presented to the community at large for an up-or-down vote. If the community votes to approve, the Board will move forward with negotiating an agreement with AT&T. If the community does not vote to approve, the Board will notify AT&T, and the matter will be closed.

- b. Gus raised the point and will research implications to CAHH tax status of a new revenue stream.
4. Trees:
- a. Gus will check the CAHH insurance policy to determine what our coverage is for fallen trees.
 - b. Lee Ann reported that the survey of the Wildlife Sanctuary has been completed.
 - c. Lee Ann provided the following proposal for approval by the Board. Seconded by Mike, the Board approved the following Parks Committee procedure:
 - i. Parks Committee members will conduct an annual, visual survey of all Hollin Hills parks, requesting the opinion of a licensed arborist, as needed.
 - ii. Home owners who believe their property is endangered by a community-owned tree should contact the appropriate park warden or the Parks Chair. If no agreement on action is reached, the CAHH Board will hear an appeal. A homeowner lodging a complaint should present the written recommendations of a licensed arborist.
 - iii. If there is disagreement over ownership of a “problem” tree – that is the Parks Committee believing it to be on private property and the property owner believing it to be on Parks property, the homeowner may submit a survey to substantiate his/her claim. If necessary, an appeal will be heard by the CAHH Board.
5. Pool Report:
Sally offered an honorarium request from the Pool Board for the pool’s assistance and cooperation for the House and Garden tour. The Pool put forth a special effort and incurred additional expenses to have the pool filled and ready a month early. Dick moved and Gus seconded that the Pool be given an honorarium of \$500. Sally countered with \$1000, which was not supported. Following discussion, the motion was tabled.
6. Tennis Club:
The Tennis Club has submitted the attached governing rules to the Board for approval. Board members will read, discuss and approve electronically.
7. Tree Logo:
Dick will look into how we get it registered.
8. DRC:
Chris reported on recent meetings of the DRC. Most of the July meeting was devoted to discussion of tree damage from recent storms.
9. Treasurer’s Report:

- a. Taxes are due August 15. Invoices for taxes have been sent to the Pool and Tennis Clubs.
 - b. Gus will provide a financial report for the September Bulletin to fulfill the annual reporting requirement.
 - c. Gus is still working on getting an independent review of the books
 - d. Gus will provide a QuickBooks report of non-members to greeters to follow-up on membership.
10. Membership Report:
- a. Heather reported we have 319 renewals. Membership is expected to be at 80%.
 - b. Heather will work to fill the vacant greeter positions for greeters that are moving, and will contact greeters to determine his/her level of interest in serving as a greeter and find new greeters to replace anyone who no longer wishes to serve.
 - c. The Directory Committee will start work on the 2009 Directory in September.
 - d. The Board discussed and agrees a Fall BBQ is worth pursuing, with the possibility of designating it as a “New Comers” event.
11. Parks Report:
- a. Lee Ann reported that the survey of Brickelmaier Park indicates the stairs and the trail at the top of the park off Popkins are not Park property.
 - b. Lee Ann requested the Board’s approval to ask Ken Williams to join the Parks Committee, specifically to oversee upkeep of the entrances. Approval granted.
12. MVCCA:
No action to report.
13. Social Report:
Although Robert was not available to provide a report on the July 4 picnic, all agreed it was a success.
14. Old Business:
- a. Dick is continuing to pursue a Small Claims Court solution to enforce the contract on gutter installation at 7507 Elba Road. Gus will get appropriate signatures and file.
 - b. Dick will talk to Jere Gibber to find out what assistance she may need to complete the National Registry project in time for the 60th Anniversary celebration.
 - c. There has not yet been a response to our request for VDOT to reconsider.
15. New Business:
- a. In response to an issue raised by a home owner on Paul Spring regarding water runoff from an uphill neighbor’s property, the Board recommends the home owner appeal to the County via the permitting process.

- b. The Nominating Committee for Board elections will be named at the September meeting and published in the October Bulletin.
16. There is no August meeting. The September meeting will be held Tuesday, September 9 at Dick's house.

Meeting was adjourned at approximately 9:45pm.