

Sommerville Homeowner's Association Board Meeting  
May 8, 2024, at 7 p.m.  
(Meeting held via ZOOM)

**MEETING MINUTES**

The meeting was called to order at 7:02. All members of the Board were present. Also attending were Samantha Call, Derek Coldiron, Marci Swanson. Community members present were Paul Barnard and Chad Hoffman.

Minutes from the April 2024 meeting were unanimously approved.

The Treasurer's Report, presented by Samantha Call, was unanimously approved.

**Wells Fargo Checking**

4/1/2024 Beginning Balance	14,437.43	
<b>Income</b>		
4/8/2024	179.69	July - December 2023 Assessments
4/25/2024	125.00	Resale Certificate Preparation Fee
<b>Total Income</b>	<b>304.69</b>	
<b>Expenses</b>		
4/1/2024	(10.16)	USPS Certified Mail - Late Assessment Letters
4/8/2024	(212.38)	Utilities - Dominion Energy
4/18/2024	(400.00)	Legal Fees - TA&A - Show Cause Hearing
4/18/2024	(420.91)	Solitude Lake Management
4/18/2024	(1,425.83)	Greenskeepers Landscaping
4/25/2024	(68.24)	Quickbooks Subscription Fee
<b>Total Expenses</b>	<b>(2,537.52)</b>	
<b>4/30/2024 Ending Balance</b>	<b>\$ 12,204.60</b>	

**Wells Fargo Savings**

4/1/2024 Beginning Balance	122,192.87	
<b>Income</b>		
4/30/2024	1.01	Interest Payment
<b>4/30/2024 Ending Balance</b>	<b>\$ 122,193.88</b>	

Overdue Assessments for the July to December 2023 period were sent to collections 1 May 2024.

ARB Report was presented by Derek Coldiron, Chair

- ARB Approvals for the previous month
  - Pool screening was approved for 301 Ludlow.
  - Shed was approved for 104 Ludlow
  - Deck to Sunroom project was approved for 315 Sir John
- Resale Inspection was completed for 105 Brighton Circle – Closing set for 17 May 2024
- No other issues were reported

**Committee Reports**

- Welcoming – Frank Lane
  - No report
- Neighborhood Watch – Frank Lane
  - No report

- Hospitality – Cheryl Barnard & Jeanne Grinnell
  - Big Top has been notified of the Neighborhood picnic on June 8. Someone from the Board needs to contact them with final details and payment information.
  - Cheryl and Paul will decorate the entry flags and bunting for Memorial Day.
- Beautification – Joyce Frink
  - 40 Summer annuals have been ordered from Peninsula Hardwood Mulch to replace the snapdragons. Volunteers will meet to plant these summer plants when they arrive, and the snapdragons are finished blooming. The 4 butterfly bushes seem to be rebounding, so new ones were not ordered. We are still waiting to see what happens with the evergreens behind the sign before we move to replace them.

## BOARD BUSINESS

- Pond/Sprinkler Maintenance – George/Geoff
  - Solitude has not responded to Board requests for the timeline and costs of moving the fountain back to the middle of the pond and the cost of possibly replacing the 4<sup>th</sup> aerator. George and Geoff will both follow up.
  - AquaPro has not received payment for their most recent billing. Sam checked and Quick Books indicates that the payment was sent through electronic payment. She will follow up.
- Langley FCU Money Market Account
  - Minutes from the April 2024 meeting have been revised to indicate that the Board authorized the Association's accounts to be moved from Wells Fargo to Langley Federal Credit Union and that Geoff Swanson and Samantha Call are the authorized signers for the accounts.
  - IRS to send EIN certification letter, requested 25 April
  - Geoff will re-establish his personal account at LFCU to meet requirements for business accounts.
- Grounds Maintenance – George
  - Spring Clean-up
    - Greenskeeper's will be contacted about when they plan to clean up around the lake and other common grounds. Entryway beds have been mulched.
  - Trees behind Entry Sign
    - We are waiting to see if they respond to fertilizer boost and insecticide application before moving forward with replacement.
- Community Safety
  - Stop Sign Replacement
    - A letter from BOD will be sent to VDOT as well as to Wayne Drewery, YC Commissioner from District 3 requesting neighborhood stop signs be replaced for community safety concerns.
  - Facebook Protocols
    - Should the FB account update the membership requirements since we have had an influx of Spam and Phishing requests for membership. Marci proposes that the BOD 1) Review and update membership questions, 2) Use enhanced verification of residency including emailing verified residents before approving new members from a specific address. 3) Establish rules for participation that allow administrators to suspend and /or remove persons from the page. Marci will develop a proposal and submit it to the Board.
  - Front entrance median light issue
    - George has been in contact with a company (Mike Joyner- Digging It) that uses trenchless boring to explore the possibility of trenching from the 1<sup>st</sup> median to the 2<sup>nd</sup> median to run conduit that would allow us to establish an electrical connection so that the lights can be restored to the second median. More info coming.

- YC General District Court Case – May 22, 2024
  - The Board needs to verify that work to the shed in question has been satisfactorily completed. If so, the Association attorney will vacate the claim and request legal fees to be compensated to the Association.
- SHA Yard Sale/Picnic
  - June 8, 8 am until noon
  - Tasks
    - Bounce-house - \$160
      - Carolyn will coordinate delivery and arrange with Sam to get a check for payment
    - BBQ – Meat, rolls, cole slaw)
      - Geoff will order and arrange for pick-up
    - Drinks
      - Water, juice boxes
    - Sides/Desserts
      - Potato salad, watermelon, cookies
    - Paper Products
      - Hospitality Committee has some from last picnic.
    - Tables/Tablecloths
      - Board members will request tables from community members. Tablecloths from the Dollar Store
    - Advertising
      - Carolyn and Marci will post on local 411 FB pages as well as local Trash to Treasure pages. The decision was made not to place an ad in the Daily Press.

### **Community Concerns**

- Unleashed/uncontrolled dogs – Please make sure Animal Control is aware of uncontrolled dogs.
- Exterior Maintenance – Numerous houses need to be power-washed and cleaned up. There are also fences that need to be repaired. A Board Member will post something on FB and possibly send an email urging community members to do Spring Clean-up and maintenance on their property. Also remind owners where to find an ARB application for changes.
- A neighbor reported that residents around the pond were dumping yard waste and clippings in and around the pond. She reported watching 15 wheelbarrow loads being dumped. The Board will investigate.

The next meeting will be June 4 at 7 pm on Zoom

The meeting adjourned at 8:02 pm.

### **MINUTES UPDATE**

On May 9, following the Board posting the date for the Yard Sale and Picnic, it was called to the Board's attention that June 8 was York High School's graduation, which could adversely affect the Yard Sale. In an unscheduled Board Meeting, on May 10, it was decided to move the Yard Sale to Saturday, June 1, from 8 am until noon, and to postpone the neighborhood picnic to a date to be determined later in the summer or early fall. Carolyn posted the new date on the Sommerville 411 page and sent an email to the neighborhood residents.

Respectfully submitted,  
Marci Swanson, Secretary