

Walney Oaks Homeowners Association
Annual Meeting Minutes
October 6, 2020

An annual meeting of the membership was convened virtually due to the ongoing COVID-19 pandemic

Attendees:

Jeffery Wolff	President
Brian Correia	Treasurer
Jennifer Miner	Secretary
Kristina Ringqvist	Director

Call to Order:

The meeting was called to order at 7:03pm. Four board members, one CMC representative and 14 homeowners representing 12 homes attended virtually.

Proof of Mailing/Proof of Quorum

We have proof of quorum with 56 on-line votes and 14 on-line attendees. Two letters were sent to each Homeowner dated August 10 and September 1 as notification for this meeting

Approval of Minutes:

Meeting minutes from the 2019 Annual Meeting were reviewed and approved by the Board of Directors per Roberts Rule of Order for bodies that meet less than quarterly are not required to vote on Annual Meeting minutes.

Nomination of Candidates:

Two candidates on the Board are up for re-election – Kristina Ringqvist and Rajiv Shah. Mr. Shah elected to not run for re-election. Ms. Ringqvist is running for re-election to another three-year term. Michelle Breslin and Sardar Zaman submitted candidacy statements for a three-year term. No additional candidates were named.

Election Results:

Based on on-line voting results Ms. Ringqvist (40.4% of votes) and Ms. Breslin (35.1% of votes) were both elected to serve three-year terms. Mr. Zaman received 23.7% of votes.

Treasurer's Report:

The unaudited year-end financial statement was available for the meeting. As of August 31, 2020, Walney Road HOA has the following: \$56,064.16 in operating funds and 2 CDs totaling \$64,204.24 plus accrued interest resulting in total cash and investments totaling \$118,816.67.

The current delinquency for the association is less than 1% with Residential Assessments Receivable account at the end of August at \$70.00 which is an increase of \$5.00 from the previous month. The Reserves for Repair and Replacement are fully funded and has excess funds over \$3,000. Prior Year Owner's Equity is \$13,294.05

For August, the Income Statement reflects a net operating loss of \$191.83. This equates to a negative operating budget variance of \$104.83. Walney Road HOA ends fiscal year 2020 with an unaudited net operating loss of \$5542.30.

Monthly assessments will be maintained at \$55.00/home/month with a budget supplemented by funds from Prior Year Owner's Equity as was done for the current and prior years.

President's Report/Community Issues:

Actions taken by the Board in 2019-2020:

- Tree Removal - Trees from the common area between Walney Oaks and Waverly Crossing have been removed. We are currently working to assess and remove additional dead/decaying trees in the common areas of the community whose maintenance is the HOA's responsibility
- Liens: We spend approximately \$544 to apply and then release a lien from a home. Liens are filed for delinquent HOA dues and for ongoing ARB violations. Historically these funds are not recovered when payment is received. The Board has simplified this process to make it more cost-effective.
- Our management contract with CMC has been renewed for another year
- Approved a maintenance plan for our new irrigation system at the front entrance
- Approved 2019 Audit – we were found to be out of compliance due to a Repair and Replacement Reserves Audit not being completed within the required 5-year timeframe.
- Upon completion of the 2019 audit, the Board approved a Level I 2020 Reserve and Replacement Study to be conducted
- Approved the annual landscape contract
- Renewed insurance policy for HOA/Board members
- ARB Fall Walkthrough: This resulted in 5 final notices and seventy-five other violations being sent to homeowners. Reminder that the Design Guidelines outlining property maintenance expectations can be found on the community website under Downloads
- ARB Spring Update: The spring walk-through has been post-poned due to COVID-19 but the ARB is doing individual walks which have shown approximately 50 violations being abated. Necessary second violation notices were sent as follow-up to the fall walkthrough and an additional 6-12 new violations were identified with notices being sent.

Events:

- The Winter Carriage Ride was held in December 2019. It is not certain if the carriage ride will be able to be held in 2020. The HOA is looking into how this can occur keeping everyone's health and safety in mind
- Due to guidance from the CDC, VDH and Fairfax County, the HOA is discouraging children from trick-or-treating. In lieu of this fun annual event, the HOA will be hosting a Halloween Parade. Registration is available online and number families have already signed up to participate. All participants will be given a bag of candy at the end of the parade.

Open Forum/Questions and Answers:

- A question was raised as to when and how yard waste was currently being collected
- Discussion occurred around recycling and recycling bins. Questions about securing closed-top bins from AAA/Republic resulted in a homeowner sharing they were charged for a new bin. It was asked that this be sent to the HOA for further investigation as this should not occur. It is recommended that homeowners use closed-top bins to prevent debris from blowing around the community, but they are not required. A reminder was made that no plastic bags should be included in the recycling bins

- A homeowner asked if it is possible for Dominion Energy to come and refurbish/enhance an electrical box in his neighbor's yard that is unsightly. The Board noted that there was likely nothing that could be done but would reach out to Dominion Energy on behalf of the homeowner.
- Finally, it was noted that the link to the meeting posed an issue for some homeowners. The Board will look into it in case a virtual meeting is required again in the future.

Adjournment:

The meeting was adjourned at 7:36PM.