

**GEORGE MASON FOREST HOMEOWNERS ASSOCIATION  
(GMFHOA)  
BOARD OF DIRECTORS (BoD) Meeting  
January 22, 2024**

**Call to order at: 7:02pm**

**Attendance:**

<b>Present:</b>	Heather Villavicencio - President	Julie Stewart - Vice President
	Aaron Middlekauff - Treasurer	Fred Knowles - Secretary
	Roy DeLauder - Grounds Chairman	Tom Calhoun - Board Member
	Cindy Linnebur - Board Member	
<b>Absent:</b>	None	
<b>Homeowners:</b>	None	

**Approval of January Meeting Agenda:**

Motion to approve: Fred                      Second: Tom                      Approved: Unanimous

January meeting minutes approved unanimously by members in attendance via email on January 30, 2024

**OFFICER AND COMMITTEE REPORTS:**

**President's Report:**

Will make location reservation for Annual meeting  
Need to establish a BOD candidate list for annual meeting  
    VP will draft a message requesting volunteers for both the BOD and the ACC

E-mail messages sent to Association members:  
11/19/23 - GMU Fitness Passes for GMF residents reminder  
11/25/23 - Turkey Trot results  
11/30/23 - Holiday decorating contest and associated events  
12/22/23 - Holiday decorating contest results  
1/1/24 - Thank you to bridge repair crew  
1/9/24 - dog pick-up and gutter leaves

**Treasurer's Report:**

Operating account: \$52,419.36  
Reserve account: \$139,442.33

Search for a new insurance company - continuing

Will explore options for a CD to accrue interest on our account

Final Budget decision and assessment letter approval will be accomplished electronically via email.  
Notice of annual assessments will be sent by email on or before February 1.

**Grounds Committee:**

The North Bridge on our trail in the common area was damaged by a fallen tree.

Tom Calhoun put together a team and completed repairs to the bridge.

Many thanks and much appreciation to the team:

- Tom Calhoun
- Mike Clark
- Tom Ruzik
- Scott Carpenter
- Jasper Carpenter

Removal of tree at 4611 Tapestry approved by unanimous electronic vote on 11/29/23.

Renewal of grounds maintenance contract approved by unanimous electronic vote on 1/9/24.

Contract with Professional Grounds will be extended through 2024 and recompleted in 2025.

**Social Committee:**

The annual Association clean-up date will be April 20<sup>th</sup>.

A Spring event will be announced when details are established.

**Architectural Control Committee** – report attached and sent to the ACC members.

The sidewalk section on Gilbertson that had sunk and was a tripping hazard was repaired. Sid Reeves took the initiative to report to VDOT.

**OLD BUSINESS:**

Association Policies and Procedures - currently have 30. Most are not used or are outdated.

Cindy, Roy and Tom will review and make recommendations on which need to be kept and which can be turned into a checklist format for future use - continuing

**NEW BUSINESS:**

Fairfax has reopened the ability for HOAs to petition for trash collection by the County

Cost would be added to annual property tax bills

Would be higher than individual homeowners contracting with companies

County would do all the work of getting the companies to do their job

Homeowners would go directly to the County with problems

We would have one set of trucks coming through the neighborhood

Did not go into details of how to do it – we would need someone dedicated to the effort if interested

Present at Annual meeting

**Adjournment:** President asked for a motion to adjourn meeting.

Moved: Fred      Second: Cindy      Approve: Unanimous

Meeting adjourned at: 8:44pm

Next meeting: Annual Membership      Time: TBD      Location: TBD

**Prepared by: Fred Knowles – Secretary, George Mason Forest HOA**

DATE: January 22, 2024

TO: GMF HOA BOD

FROM: GMF HOA ACC

SUBJECT: ACTIVITIES REPORT for period November 13, 2023 to January 22, 2024

1. GENERAL ACTIVITIES/Common Issues:
  - a. Questions sent to several homeowners about external modifications / repairs
    - i. All either subsequently submitted to ACC or did not need ACC action (maintenance only)
  - b. Small welcome sign at Red Spruce entrance removed after rotting and falling down
  
2. COMPLAINTS/Violations:
  - a. Several messages sent to homeowners storing trash bins in front of garages
    - i. Bins moved
  
3. APPLICATION ACTIONS (in order of application, all approved):
  - a. 4509 Overcup Court                      replace garage window with door and replace rear lights
  - b. 4506 Rachael Manor Drive              replace deck
  - c. 10141 Red Spruce Road                  replace roof
  - d. 10129 Red Spruce Road                  replace deck, concrete pad and sidewalk
  
4. PROPERTY INSPECTIONS:
  - a. 4615 Tapestry                              cleared

Fred Knowles  
ACC Chairman