

**GEORGE MASON FOREST HOMEOWNERS ASSOCIATION
(GMFHOA)
BOARD OF DIRECTORS (BoD) Meeting
April 29, 2024**

Call to order at: 7:03pm

Attendance:

Present:	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	Cynthia Yellen - Board Member

Absent: None

Homeowners: Michael Prutsok

Approval of April Meeting Agenda:

Motion to approve: Fred Second: Cindy Approved: Unanimous

April 29 meeting minutes approved unanimously by members in attendance via email on May 10th.

OFFICER AND COMMITTEE REPORTS:

President's Report:

Election of Officers: all officers agreed to continue in current positions.

Tom made a motion to accept all officers, Cindy seconded and motion was passed unanimously.

President - Heather
Vice-President - Julie
Treasurer - Aaron
Secretary - Fred

E-mail messages sent to Association members:

2/2/24 - request for volunteers
2/14/24 - annual meeting notice
3/16/24 - annual meeting presentation and reminder
4/5/24 - message about RPA

Treasurer's Report:

Operating account:	\$96,106.05
Reserve account:	\$24,442.33
Reserve CD:	\$125,975.25

Board approved the 2024 budget and assessment letter by electronic vote on 1/30/24

At the time of this meeting one assessment was still due out. After the meeting contact was made with the new homeowner and payment will be sent.

Search for a new insurance company - an agent from Community Association Underwriters (CAU) joined the meeting by phone. He gave a detailed description of the CAU concept and specific offerings and coverages for our Association. The Board will review CAU proposal and send inputs to Aaron by May 6th.

Grounds Committee:

Actions approved via unanimous electronic vote:

- Tree removal at 10003 Manor for \$1500 on 3/16/24
- Wood from tree removal at 10003 Manor for \$250 on 3/19/24
- Tree removal at 4625 Tapestry for \$1200 on 4/4/24

Committee Chairman assignment: Fred moved to continue Roy as the Grounds Committee Chairman, Cindy seconded, and the motion was passed unanimously.

Roy presented an estimate from Professional Grounds for needed repairs to the south bridge. The Board asked Roy to get a similar estimate for the north bridge and timing for both projects.

Social Committee:

Julie will schedule a planning meeting and present ideas to the Board.

Architectural Control Committee – report attached and sent to the ACC members.
The idea of allowing low-maintenance, eco-friendly yards may need to be considered.

A draft update of the ACC Guidelines has been reviewed and approved by the ACC. It was submitted to the Board for review and the ACC requests a vote for approval.

Request vote on Guidelines change – remove section 6 (Animals)

Repetitive of information in DCCRs and incorrect guidance on how to report problems

Fred moved to approve the revised Guidelines, Cindy seconded, and the motion was approved unanimously.

Fred submitted a notice to clean up yards and homes to be emailed to Association membership and posted on our website.

OLD BUSINESS:

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

Review for currency and use - continuing

NEW BUSINESS:

County trash pickup: Cynthia presented a detailed review of the process to have our Association trash pickup administered by Fairfax County. The Board will consider the concept.

Adjournment: President asked for a motion to adjourn meeting.

Moved: Fred Second: Tom Approve: Unanimous

Meeting adjourned at: 8:50pm

Next meeting: June 20 Time: 7:00pm Location: Cindy L. (10058 Maclura Court)

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

DATE: April 29, 2024

TO: GMF HOA BOD

FROM: GMF HOA ACC

SUBJECT: ACTIVITIES REPORT for period January 22, 2024 to April 29, 2024

1. GENERAL ACTIVITIES/Common Issues:
 - a. Part of the sign at Red Spruce entrance that fell down was re-installed – indicated private driveway
 - b. Sid Reaves resigned from the ACC effective March 2024
2. COMPLAINTS/Concerns:
 - a. Seven notices of trash bin storage in front of garages
 - b. One notice of semi-truck parking
 - c. One notice of house general condition
 - d. One notice of yard condition
3. APPLICATION ACTIONS (in order of application, all approved):
 - a. 10194 Black Rock Court replace roof, paint shutters, replace exterior lighting
 - b. 4500 Rachael Manor Drive install fence along north side of yard
 - c. 10162 Red Spruce Road replace windows
 - d. 4534 Gilbertson Road replace front door and shutters
 - e. 9994 Ashley Manor Court install outdoor cooking station
 - f. 10201 Black Rock Court replace roof
 - g. 10150 Red Spruce Road replace fence
 - h. 9994 Ashley Manor Court install trimlights
 - i. 4507 Overcup Court stamped concrete walkway and patio
4. PROPERTY INSPECTIONS:
 - a. 4502 Rachael Manor Drive pre-sale inspection

Fred Knowles
ACC Chairman