

Meeting Minutes

GREENSPRINGS WEST OWNERS' ASSOCIATION, INC.

Advisory Committee Meeting

Monday May 14, 2007

Greensprings West Community Clubhouse

I. CALL TO ORDER

The meeting was called to order at 6:45 PM. Present were Forrest Bassett, Tim Crowder, Fran Dragone, Tom Gainey, Jim Kalemba, Tony Licata and Cindy Renault.

II. HOMEOWNER FORUM

Sheila Jaruseski was present and discussed the following items:

1. When will the dirt and concrete pieces be cleaned up from the staging area used for the new sidewalk construction? Cindy had spoken with Jim Bennet and he indicated that since the sidewalk construction has been completed, the staging area will be cleaned up soon.
2. When will the landscaping at the end of Longview Landing and back area of Thorngate be completed? Cindy felt that for some areas we need some type of groundcover instead of grass. The Committee will take under advisement the formation of a landscaping committee. **(ACTION: ADVISORY COMMITTEE)**
3. What is the Committee doing about the number of properties with poor lawn maintenance (Westover Ridge, Thorngate Drive, Windsor Ridge South)? Cindy stated that she is in the process of notifying the various homeowners of the violations initially with a phone call and then following up with a letter.
4. Some common area sprinklers are staying on for long periods of time. Cindy reported that the entire sprinkler system is currently being checked out for problems and this should be addressed as part of this activity.
5. Has the Council developed a neighborhood wide email list for various committees to use for announcements? Cindy responded that this task is planned to be completed sometime this year.

III. REVIEW & APPROVE MINUTES

The April 09, 2007 minutes were approved as amended.

IV. COMMITTEE REPORTS

Architectural Review Committee

1. The board of directors has approved the modified ARC application. This revision will be included in the upcoming newsletter and needs to be posted to the HOA web site for 30 days. **(ACTION: JON JARUSESKI)**
2. Cindy has been tasked to follow-up with VDOT on the street section that was omitted from the list of street sections recently being accepted by VDOT. **(ACTION: CINDY RENAULT)**
3. Construction on a deck and enclosed porch has started at 3305 Windsor Ridge South but no ARC application has been submitted and no plans have been reviewed. Cindy to investigate. **(ACTION: CINDY RENAULT)**

4. A resident has expressed some interest in joining the ARC. He has been encouraged to submit an application for the open position.

Social Committee

The first Friday Fest is scheduled for June 15th.

Website Update

1. It was reported that the GSW web site had 375 hits last quarter (?).
2. Although Jon is resigning from the Advisory Committee, he will continue to maintain the web site.

Swim Team

The swim team provided a schedule showing the dates for the swim meets (including rain dates) and practices for this coming season. The information will be included in the upcoming newsletter.

V. UNFINISHED BUSINESS & REVIEW OF ACTION ITEMS

1. Neighborhood Watch

No one has come forward to lead this activity. Forrest Bassett continues to fill the role.

2. Doggie Station

The station will be installed on a white PVC post to be provided by Forrest Bassett.

3. Picnic Table

The picnic table has been ordered. The delivery time is approximately 3 weeks.

4. Pool Area & Umbrella Stands

- a. The umbrella stands have not yet been purchased.
- b. The pool house will be power washed for \$100.
- c. Stall latches for the ladies room have been purchased for \$25 each.
- d. The pool company has requested that a \$500 eye wash be installed where the chemicals are stored in order to be compliant with OSHA regulations. Committee felt this was not a true requirement and will not authorize purchasing the wash.

5. Clubhouse & Fountain

- a. Committee members need to continue to research fountains. Cindy suggested Concrete Creations in VA Beach.
- b. A contractor has been hired to repair wood rot on the rear area of the clubhouse.

6. Sign Repair & Painting

- a. The sign repair and painting activity has been completed.
- b. Additional work totaling \$235 was identified bringing the final cost to \$3723.

7. Community Sign

Forrest Bassett brought in literature on an a-frame sign. Committee passed motion to spend no more than \$350 on the sign package. It will be white with black letters. Cindy to notify developer of this decision. Forrest to acquire sign package. **(ACTION: FORREST BASSETT)**

8. Common Trash Collection

No progress has been made on this activity. Cindy still needs to notify developer of this idea. **(ACTION: CINDY RENAULT)**

9. Amendment for Capital Contributions on Resales

The change has been submitted to developer. Continuing to wait for his feedback.

VI. NEW BUSINESS

1. Committee Member Resignation

Effective immediately, Jon Jaruseski has resigned from the Advisory Committee.

2. Term definitions

Discussed advisory term definition and term limits. This is something that will need more research.

3. Standing Water

At the intersection of Colonial Crescent and Longview Landing, near the end of the median, water is gathering and remaining for several days after rain storms. Cindy to contact developer. **(ACTION: CINDY RENAULT)**

4. Community Newsletter

The task of publishing the quarterly newsletter is being passed from Cindy Renault to Annette Thompson after the release of this upcoming issue.

5. Pool Outlets

Cindy is to get a quote for installing outlets in the 4 junction boxes around the pool perimeter (outside the fence). **(ACTION: CINDY RENAULT)**

6. Estate Sales & Home Businesses

The resident at 4020 Colonial Crescent posted signs when they were having a "moving in sale". The signs were removed and the resident was informed that posting of signs is not allowed. The Committee discussed home businesses and how they are to be handled in the future. Further discussions will be needed on this topic.

7. New Restrooms on Golf Course

The golf course submitted plans to JCC for a new restroom facility near the end of Thorngate Drive without a landscaping plan. Tom to provide Cindy with a recommendation on locating the proposed golf course restrooms further away from the neighborhood **(ACTION: TOM GAINEY)**

8. Formation of Communication Committee

Cindy proposed the formation of a Communication Committee that will consist of newsletter activity, web site and email directory. Jim Kalemba volunteered to lead the committee.

9. Executive Session

The Committee went into executive session to discuss handling hearings for violations. The session resulted with Cindy having the action to discuss this topic with the developer. **(ACTION: CINDY RENAULT)**

VII. COMMITTEE CONCERNS

No new items to discuss this month.

VIII. ADJOURN

The meeting was adjourned at 9:00 PM.

ACTION ITEM SUMMARY

Revision: 05/30/2007

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
002	03/12/07	Jon Jaruseski	Post swim team meet and practice schedule on GSW web site.	05/14 – Information has been posted.	CLOSED
005	03/12/07	Carl Pautlitz & Jon Jaruseski	Install new doggie station along the new sidewalk in the vicinity of the playground.		OPEN
008	04/09/07	Cindy Renault	Submit the modified Application for Architectural Change to developer for approval.	05/14 – The modified form was submitted to the developer and it has been approved.	CLOSED
009	04/09/07	Forrest Bassett	Develop an ARC policy to address pools (above ground and in ground), hot tubs, and whirlpools.		OPEN
010	04/09/07	Cindy Renault & Carl Pautlitz	Provide the ARC with samples of pool policies from other HOA. (if available)	05/14 – Samples have been provided by Cindy.	CLOSED
011	04/09/07	TBD	Develop a GOA web site policy.		OPEN
012	04/09/07	Tim Crowder	Determine if the electrical boxes near the pool can be fitted with outlets that can be installed for portable lights.	05/14 – Tom inspected the junction boxes and there are wires present. The wires are no live.	CLOSED
013	04/09/07	Jon Jaruseski	Place an ad on the web site that a Neighborhood Watch coordinator is needed.		OPEN
014	04/09/07	Forrest Bassett	Provide information for the web site on how the Neighborhood Watch works.	05/14 – Information has been posted.	CLOSED
015	04/09/07	Cindy Renault	Order 8' picnic table for tot play area.	05/14 – The tables has been ordered. There is a 3 week delivery period.	CLOSED
016	04/09/07	Cindy Renault	Purchase and/or place order for 2 umbrella stands, 5 umbrellas and 1 small table.		OPEN

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
017	04/09/07	All Committee Members	Look for fountain options.		OPEN
018	04/09/07	Forrest Bassett	Investigate options for temporary signs to be placed at the entrance.	05/14 – Sign recommendation was provided to Committee.	CLOSED
019	04/09/07	Cindy Renault	Determine if the new sidewalk will include a path to the street at the corner of Longview Landing and Manor Gate Rd	05/14 – Due to the drain ditch at the corner, it will not be possible to add path to street.	CLOSED
020	05/15/07	Advisory Committee	The Committee will take under advisement the formation of a landscaping committee.		NEW
021	05/15/07	Jon Jaruseski	The modified ARC application needs to be posted on the HOA web site for 30 days in an obvious location indicating that it has changed.		NEW
022	05/15/07	Cindy Renault	Provide copy of community map to all Advisory Committee members.		NEW
023	05/15/07	Cindy Renault	Follow-up with VDOT on the street section that was omitted from the list of street sections recently being accepted by VDOT.		NEW
024	05/15/07	Cindy Renault	Investigate construction of a deck and enclosed porch at 3305 Windsor Ridge South that has not been reviewed by ARC.		NEW
025	05/15/07	Cindy Renault	Contact developer about standing water at the intersection of Colonial Resent and Longview Landing, near the end of the median, after rain storms.		NEW
026	05/15/07	Cindy Renault	Obtain a quote for installing outlets in the 4 junction boxes around the pool perimeter.		NEW
027	05/15/07	Tom Gainey	Provide Cindy with a recommendation on locating the proposed golf course restrooms further away from the neighborhood.		NEW

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
028	05/15/07	Cindy Renault	Discuss hearing option with developer.		NEW
029	05/15	Forrest Bassett	Procure SignTrax Message Board.		NEW
030	05/15/07	Cindy Renault	Discuss idea of common trash collection with developer.		NEW