

# HAYFIELD VIEW HOMEOWNERS ASSOCIATION

## ANNUAL MEETING

Thursday, November 16, 2017

Hayfield Secondary School  
7630 Telegraph Road, Room 1604  
Alexandria, VA 22315

### Directors in Attendance:

1.	Thom Hostetter	President
2.	George Drakeley	Vice President
3.	John Manning	Secretary
4.	Pat Robinson	Treasurer
5.	Diane Pavlovich	Director
6.	Chip Rosenberg	Director
7.	Matt Visco	Director
	Jeffrey Stepp	General Manager, Sentry Management, Inc.

### I. Call to Order and Quorum

The President called the meeting to order at 7:35 p.m. The Secretary confirmed that a quorum of 32 members of the Hayfield View Homeowners Association (HOA) was met by attendance and proxy for the 2017 Annual Meeting.

### II. President's Report

The President commented on issues facing the community, which is approaching 40 years of incorporation, and the actions taken by the Board of Directors (Board) to address them over the past year. Of prominent note was the multifaceted effort, led by Pat Robinson, to select our next property management company for 2018. After soliciting and reviewing several proposals and conducting a number of interviews and follow-up discussions, the President announced that the Board selected Capitol Property Management (Capitol) of Chantilly, Virginia. The President recognized Sentry Management for its service in fulfilling its ending contract and cooperating with Capitol throughout the transition process.

The President introduced the members of the Board and discussed changes to the Board's composition over the past year. The President emphasized the continued need for more community volunteers to assist on HOA committees. The President then outlined goals for 2018 that included finalizing updates to our architectural control guidelines and procedures, addressing issues affecting trash, and continuing to prune or remove overgrown trees on common areas.

### II. Minutes

The Secretary read the minutes from the 2016 Annual Meeting that was held at Hayfield Secondary School on December 7, 2016. A motion was made and passed unanimously by the membership to accept the 2015 annual meeting minutes, as amended.

### IV. Financial Report

The Treasurer provided an oral report and presented a spreadsheet showing actual costs and expenditures through October 2017. The Board approved the 2018 budget, which included an annual assessment amount of \$1,476, or \$122.19 per month, or an increase of just over 3 percent. The Treasurer addressed follow-up questions from members in attendance.

**V. Election of Directors**

The President solicited nominations for the Board. Three members were nominated and elected by acclamation to the Board for 3-year terms: Daniel Castellon of Amesbury Ct., Pat Robinson of Blanford Ct., and John Manning of Brighthouse Ct.

**VI. Committee Reports**

1. Community Operations. The President provided the highlights of 2017 committee work including the: (1) repair and resurfacing of roads and the repair or replacement of sidewalks, and curbs; (2) dredging of the pond and reseeding the area around it, (3) removal and trimming of several problematic trees, (4) installation of a new fence around the Blanford Ct. playground, and (5) overseeing invasive plant eradication efforts. In 2018, the Committee will focus on additional tree pruning and replacement across the common areas.
  
2. Traffic and Safety. Director Visco provided the highlights of 2017 committee activities including the revision of parking regulations to address visitor parking abuse.
  
3. Communications. The Secretary advised on updates to the Hayfield View website and plans for a community newsletter. In 2018, the Secretary stated that the Committee will work with Capitol to ensure easy transitioning of individual membership account information from Sentry Management and explore membership portal options to facilitate membership access to HOA news and documents.
  
4. Architectural Control (ACC). The President stated that the Board is updating the ACC guidelines to provide more clarity with regard to various issues like approved replacement trees, home exterior colors and patio canopies. The President provided an overview of the results of the latest ACC inspections and noted that the most common violations continue to be incorrect paint colors. For 2018, the President stated that Capitol will conduct a community-wide inspection.

**VII. Other Business**

Members raised the following issues to the Board during open discussion: (1) insect control options, particularly around the newly-dredged pond, such as organic “biopond” treatments or an aerator; (2) the need for additional parking space painting; (3) the placement of TV reception antenna wires; (4) how to contact the new property management company, and (5) what can be done about wildlife ripping open trash bags. The Board stated it will look into each of these issues in 2018.

**VIII. Adjournment**

The President adjourned the meeting at 8:56 p.m.

PREPARED AND SUBMITTED BY: \_\_\_\_\_  
John Manning, Secretary

APPROVED ON: \_\_\_\_\_  
Date