

**Heritage Hunt Condominium I
Board of Directors Meeting Minutes
March 21, 2017
Marsh Mansion
13451 Fieldstone Way
Gainesville, VA 20155**

Board Members Present: Katie Magill, Bill Whyte, Tom Taggart
Management Present: Jennifer Hylton, ARMI

Homeowners Present: Jo-An Free (90-B106), Pat Gesling (91-A201), Nancy Johnston (91-A204), Gwendolyn McCauley (90-B310), Joyce Miller (91-A105), Lucy Modrak (91-A106), Anne Moore (91-A111), Michael Moore (91-A111), Anthony Natale (90-B205), Christina Townes (91-A311), Louise Vaneman (90-B105)

Guests Present: Kimberly Barrett & Terri Jenkins, Burke Community Management Group
Captain Ron Reingruber, Prince William County Fire Dept. Station 4

Meeting called to order at 10:05 a.m. by Katie Magill.

Officer positions were set as follows:

President: Katie Magill

Vice President: Tom Taggart

Treasurer: Bill Whyte

Approval of January 10, 2017 Board Meeting Minutes:

Bill Whyte moved to approve the January 10, 2017 Board Meeting Minutes, seconded by Tom Taggart and passed unanimously.

Report of Officers:

President's Report-

Katie Magill introduced Terri Jenkins and Kimberly Barrett of Burke Community Management Group which will be the new management company effective April 1, 2017.

Vice President's Report-none

Treasurer's Report-

Income Statements and Balance Sheets were available for owners. Bill Whyte stated that association is in good financial shape.

Management Report:

Smoke test in Building A was completed, Building B garage lobby door adjusted, building A garage fan repairs pending, annual sprinkler and fire alarm inspections completed, Building B trash chute repaired.

Recent Real Estate Transactions:

B 202 sold for \$260,000 on January 18, 2017, and B313 sold for \$230,000 on January 27, 2017. No units were rented.

Guest Speaker:

Captain Ron Reingruber from the Prince William County Fire Department Station 4 came to discuss fire alarms and response of residents. The Captain stated that it was a good idea for residents to keep DNR and list of any medications/allergies on a list on the refrigerator as this is the first place responders check. Discussion on the Knox boxes and the availability of responders to get inside any unit. It was also announced that CPR and AED quarterly classes are being done, the next one scheduled for April 22nd during the day and the next April 24th at night. It was also stated that no one can turn off the alarms except the fire department. Residents were advised it was always best to exit the building should the alarm sound, and not stay in unit. The only reason to stay in unit would be if front door is too hot to touch.

Committee Reports:

Budget and Finance Committee- Bill Whyte-On target for the year, costs beginning to normalize, explanation of the Reserves.

Building Committee- Anne Moore- The painting of the lobbies was completed in February, stairwell floors will be painted in the next few weeks (residents will be notified), the association will be installing front doors with blinds in the lobby this year, cleaning and repairing stairwell windows is scheduled. Residents are reminded to properly recycle, boxes must be broken down. Please remember to pick up after your pets. The cost to have the trash dumpsters cleaned is \$800 per from American. Alternative solutions being sought. The committee is meeting with BCM to go over the list of minor maintenance issues.

Covenants Committee- Nancy Johnston- DRA for 6 units, 1 pending in January but complete now.

Suggested a list of licensed contractors from which residents can choose- Katie mentioned that the association cannot recommend contractors because of liability issues.

Decorations & Social Committee- Pat Gesling- Lucy Modrak volunteered to join this committee as it was announced that they need volunteers.

Landscaping Committee- Chris Townes- Board has contract to approve to send to management company. Meeting to be set with HLS at the earliest time possible. Committee needs volunteers from Building B.

Communications Committee- Nancy Johnston- Management company to send email information to Nancy when community gets new residents.

Redecorating Committee- Anne Moore- There are more items in the process of being sold. After a 13 month process the redecorating is almost complete. Stated what a good job University Painters did.

Unfinished Business:

Newly drafted Rules and Regulations-

If you didn't receive a copy let Nancy know.

Resident requests for flagpole-

Survey completed and the results are for no flagpole

Resident requests for benches-

Heritage Hunt has a "donate a bench" program, if HHC1 adds benches, would have to have separate budget. In order to do a survey would need to know how much the benches would cost, maintenance, location, etc. All this being explored by special "Bench" committee.

Water quality testing-

No cause for concern regarding water. Results posted in trash rooms.

New Business:

Welcome Tom Taggart to the Board.

Owners should look for a welcome letter from Burke Community Management Group (BCM).

PWCSA- owners are asked to get involved with the HH HOA meetings regarding the water lines.

Residents Open Forum:

Lucy Modrak- Thank you to Mike Moore for volunteering on the Board and to the current Board members.

Louise Vaneman- question about window cleaning and need to repair screens in stairwells--work to be completed soon, will determine need to repair screens since windows cannot remain open.

Pat Gesling- Mentioned she adopted a park across the street from her earlier home within Heritage Hunt and added two benches and neighbors donated money, she had to get approval for plantings and installations. Stated everyone should go to the meeting on Friday to learn what the HH HOA is doing for the community under proposed Master Plan, including addition of "pocket parks". Katie mentioned all info is on the website if you can't attend meeting. It was noted that the Master Plan is determining whether or not selling or renting the golf course and clubhouse is an option.

Discussion on PWCSA pipeline, disruptions, odor abatement, alternative routes are all things still trying to be resolved by HH HOA.

Chris Townes stated Building B had indicated earlier that doesn't want the benches but if building A wants them then Board should approve. Katie mentioned a survey would be done first to get true overview of resident interest. Any bench placement would have to first be approved by HH HOA, then HH Condo I Covenants. Nancy Johnston indicated she'd had trouble getting response from HH HOA about benches, Katie indicated she knew how to contact and would follow up.

Bill Whyte stated that AED were installed on every floor at both buildings. Stress how important it is to take the training. Chris Townes asked if trained do you have to be on the responder list, answer no.

Board thanked Jennifer from ARMI for all her hard work.

Pat Gesling- Stated number entry pad in garage working intermittently, board to check.

Next Meeting May 9th at 2:00 pm in the Parlor Room.

Adjournment:

Meeting Adjourned at 11:34~~8~~am.

Katie Marshall
5/9/17