

McLean Hamlet Community Association

Final Minutes from the Board of Directors Meeting

June 8, 2011

Board Members Present: Pat Bowman, Atul Kathuria, Dick Coogan, Jeffery Klemm, Rick Law, Eric McGinley, Wayne Tate, Ralph Ward, Jan Wendt, Paulette Rainie, and Paul Wieland

Officers, Directors, and Voting Chairs Absent: Roxanne Axtell, Doug Colvard, John Mealey, and Maggie Law

Non-Board Residents Present: Scott Hall, Lynn Hall

The meeting was called to order at 6:30 p.m. in the Spring Hill ES conference room.

ADMINISTRATIVE BUSINESS

1. Minutes for May 2011: The Second Draft of the May Minutes was accepted as final.
2. Treasurer's Report: Rick Law presented details of the Financial Report. The Yard Sale essentially was a wash financially, and major expenses included \$2455 for landscaping and \$1100 for legal fees. Cash on hand is approximately \$53,000, some of which is dedicated to the Gazebo Project.

COMMITTEE ACTIVITY

3. Yard Sale: The threat of possible rain probably decreased the number of yard sale attendees this year. Board members discussed the diminishing number of yard sale participants each year and that it has become evident that increased emphasis is necessary to revitalize the activity. Lara Guroff, who was this year's yard sale coordinator, is moving out of the Hamlet, but Pat Bowman reported that Marilyn Brekka has volunteered to be the new coordinator.
4. Landscape Committee: Rick Law reported for Maggie that the shrubbery on Titania Lane that is blocking the view of oncoming traffic on Lewinsville Road will be removed and watering at the entrances and Falstaff island continues. It was agreed to postpone the issue of the color of the 3-dimensional lettering on the entrance walls, but that samples of several colors were visible on a few paper-covered letters on the wall at Snow Meadow Lane. Ralph Ward suggested that a committee be formed to have all the entrance walls cleaned and the letter coloring completed.
5. Architectural: Wayne Tate reported several recent ACC activities, one of which was related to an outside shed. He also suggested that something needs to be written and circulated among Hamlet residents about our diminishing "sense of community" and that some residents seem to be modifying the landscaping of their lots without consideration of the impact on the beauty and livability of the Hamlet. There was general agreement regarding this need, and several attendees appeared to offer their help to Wayne, possible with a HamNet message and an appropriate newsletter article.
6. Connections: Jan Wendt briefed that the "volunteers program" has been melded into "Connections" and that Lynn Hall, the Vice President-elect, will assume responsibility. Lynn will need pertinent inputs to assure the effectiveness of the combined programs.

7. Homeowners Counsel: Ralph Ward continues to receive a few inquiries each month. Lynn Hall agreed to also incorporate the "Counsel" (the contractors list) into Connections.
8. Membership: Paulette Rainie reported that the annual membership and dues letter is almost ready to send following inputs from Ralph and Jan.
9. HamNet: No report. However, Eric McGinley opined that a backup for the HamNet should be in place and volunteered to assume the responsibility. He said he would coordinate with Roxanne Axtell.
10. Nominations: Dick Coogan discussed the plan for electing three directors and noted possible problems with proxies and nominations from the floor during the Special Membership Meeting that is scheduled to follow the Board meeting. Problems with possible "double voting" and proxies were discussed. Eric McGinley suggested that Membership Meeting attendees should be asked at "sign in" if they had any proxies, that the proxies be verified at that time, and that the total number of valid votes for a member that has proxies be entered and displayed on the colored "voting card" that will be issued. Jan Wendt and Paulette Rainie agreed to incorporate the procedure during member sign in.
11. Safety and Security: Dick Coogan said that it has again been noticed that there are too many Hamlet homes that did not have their street address numbers prominently displayed and that "first responders" to a home emergency could have difficulty identifying the correct house. He mentioned that ideally the address numbers should be visible on the mailbox, painted on the curb, and also displayed on the home itself so the address could immediately be seen from the street. He added that, as many of these homes are occupied by senior citizens, adjacent neighbors should assist them in a neighborly manner. He also mentioned that a Hamlet resident has become very concerned about the dangers of joggers and walkers using and blocking the streets. Dick also noted that speeding and running stop signs were ongoing problems in the Hamlet, even though periodic "campaigns" have been conducted to rectify the problems. Frequent HamNet messages were said to be helpful, plus articles in each Hamlet newsletter. However, no viable or workable solution was decided upon for any of the safety problems.
12. Website: Pat Bowman mentioned that she posts the minutes of each meeting of the Board of Directors as soon as she is notified that the minutes are "final." The Board members commented that the currency and completeness of the website minutes have shown great improvement during the past year.
13. Special Membership Meeting: The entry plan was agreed to, following previous discussions about the meeting. Paulette Rainie said that her adult daughter would help at the entry point of the small pod, and Jan Wendt said her husband would also assist.
14. Hamlet Noise Committee: Eric McGinley, the Committee Chair, reported on coordination with involved agencies including HotLanes, VDOT, MWAA, and the Drainesville Supervisor's office. He said that VDOT is now designated as the single point of contact for noise pollution issues and that measurement of noise levels within 1,000 feet of a roadway is a key factor in allocation of funds for minimizing the effects of noise.
15. Gazebo Committee: Committee Chair Jan Wendt briefed that the preconstruction effort is essentially 95 percent complete and that one "solid and acceptable" bid from a local concrete contractor has been received. She also highlighted that \$3500 more in donated funds was recently passed to the Treasurer and that additional contributions are expected. Once a County Construction Permit has been obtained by the concrete contractor, the gazebo floor and ADA-compliant walkway will be completed. Paul Wieland mentioned that his contact from the Amish

Country Gazebos had called and confirmed that it would take six weeks from contract signing until the company delivers and erects the gazebo onsite in Falstaff Park. Target date for handing off the completed gazebo to the County Park Authority appears now to be August 1, 2011.

16. Lewinsville Bridge. Ralph Ward reported that the new planned completion and opening of the bridge will be in August.

17. McLean Citizens Association: No report.

18. Lewinsville Coalition: No report.

The meeting was adjourned at approximately 7:15 p.m.

The NEXT BOARD MEETING has not been scheduled because the July 4 holiday falls on the first Monday in July.

Respectfully submitted,

Paul Wieland
Interim Secretary