

**OAKTON MILL ESTATES HOA
BOARD QUARTERLY MEETING – Oct 15, 2019
LOCATION – MAHONY RESIDENCE (10648 Oakton Ridge Ct)**

In attendance: Judy Mahony, Bob Doyle, Marcia Sherwin, Andrea Woodhouse, Rebecca Greene, Iman Elbakry.

Meeting minutes from July 31, 2019 were accepted and approved. Motion to approve by Bob and seconded by Iman.

Proposed dates for 2020 meetings – 2nd Tuesday of the month.

- January 14th
- April 14th
- July 14th
- Oct 13th

Treasurer's Report:

- Everything is good.

Review of Old Business:

- The board discussed the need for neighbors to follow Fairfax County leash laws on community property.
- Signs have been placed in the community to alert hunters that they cannot hunt on private property.
- Judy is working on updating the directory. She has sent forms and will be sending an email reminder.
- OaktonHOA.org is the HOA website address. It needs to be updated. Steve Job set up the website.
- Marcia is calling the county about the water management reservoir
- The tiny library will be installed in the next couple of weekends. A community spot has been identified. Bob and Judy are going to reach out to the adjoining neighbors to make sure they are comfortable with the installation.

New Business:

- Annual meeting will be held on Nov 19, 2019. Oakton Library is unavailable. Judy will call Oak Marr Rec Center to see if we can reserve a room there or look for an alternative solution.
- Nick Clark called for an estimate on repairing the dilapidated bridge on community property in the woods behind the Sherwin's home. He received a quote for the work to repair the bridge from Piedmont Geotechnical Inc. The board would like to have a second opinion. Marcia volunteered to call Fairfax County to see if they could recommend an engineer. Iman is going to check with another engineer also.
- Bob & Judy met with HOA Attorney, Erik W Fox, from Rees Broome PC on September 19, 2019 to discuss questions about the HOA, DPOR requirements, and the process of changing HOA documents if needed. Highlights of the meeting:
 - 60% needed to change declarations
 - 75% needed to change articles of incorporation
 - 50% needed to change bylaws
 - Articles of Incorporation & Declarations are recorded with the state.
 - The governing documents say that the association needs to have a meeting for a discussion and vote to change bylaws. Proxy votes can be used.
 - Records should be retained as official records. Policies & Minutes – Keep in perpetuity, Correspondences – 3 years, Financial documents – 7 years
 - Reserve study – board of directors can look at capital components and determine if we have money to cover any repairs/replacement costs necessary
- The OME board evaluated our capital components (entry monument & bridge) and available reserves. It their collective judgment the Board finds that given the available reserves and the limited capital components that a professional reserve study is unnecessary.

To Dos:

Judy – directory, Oak Marr rec center room

Andrea – website follow up with Steve Job

➔ Next Meeting – Board Meeting, November 19, 2019.

The meeting was adjourned at 9:02 pm. The board thanks Judy Mahony for hosting & providing refreshments.

Respectfully Submitted,

Andrea Woodhouse, HOA Secretary