

## Riverview Overlook (a/k/a Occoquan Landing) Community Association Board Meeting

Date: November 17, 2011 Time: 8:00PM

Location: 1415 Admiral Drive

Attendees: Board – Michele McQuigg, Michelle Bechtoldt, Jack Reba, Maria Kincaid, and Oumar Keita

### Agenda

1. Call to Order: At 8:01pm by meeting chair, Michele McQuigg.
2. Agenda: The board noted that the meeting was intended to complete the planning of the annual meeting. Ms. McQuigg indicated that she had new business to discuss regarding tree removal from common ground on Lighthouse Lane.
3. Approval of Minutes: Maria Kincaid motioned, and Oumar Keita seconded, to approve the minutes of the November 15, 2011, board meeting as presented by Michelle Bechtoldt. This motion was unanimously approved by the board members in attendance.
4. Lighting: Michelle Bechtoldt indicated that to install additional outdoor pole lighting would cost at least two or more thousands of dollars for each pole light. She indicated that several of the outdoor lamps were the old mercury vapor lamps that used twice as much electricity than the more modern lamps. The modern lamps also provide more light (lumens). Because of budget concerns, it may not be practical to install new pole lighting, but it may be possible to upgrade the lamps which would broadcast more light for less money. She indicated that she would contact Dominion Virginia Power for the cost to upgrade the lamps in time for the annual meeting.
5. Annual Meeting Review: The Board discussed how the budget should be presented at the annual meeting. It was suggested that all major expenses (*e.g.*, contracts, capital improvement projects, major clean-up/repair items) be identified for 2011 along with their costs as well as those anticipated in 2012. Since homeowners at the meeting may be permitted to provide their wish list of capital improvements items for 2012, it was also suggested that where costs have already been determined for those items (*e.g.*, fences, playground equipment, upgrade security lamps, etc.) that those figures also be made available. Michelle Bechtoldt will review the minutes for 2011 to identify the above mentioned items.

Michelle Bechtoldt will also advise the Board before the annual meeting as to the number of absentee home owners and proxies that may be counted toward meeting the quorum, which is mandatory to convene the annual meeting.

6. Parking: N/A
7. Old Business: Prior to the meeting, Steve Heath indicated by email that he talked to GHA about the concerns raised by the Board in the November 15th meeting. Michele McQuigg requested a sense of the board, to which the board members responded favorably to approving the contract.
8. New Business: Michele McQuigg reported that a company (*i.e.*, “Tree Bark”) evaluated the tree on common ground at the corner of Lighthouse Lane and Rivershore Drive and indicated that it could remove the tree for \$950 and the surface roots for an additional \$400. The Board agreed that she should send the estimate to Steve Heath for review and as a reference when securing other estimates.
9. Adjourn: Meeting adjourned at 9:00pm.