

# Glencannon Community Association

2015 Annual Meeting  
March 18, 2015

# Agenda

- **Welcome & Introductions**
- **Approval 2014 Annual Meeting Minutes**
- **2014-2015 Financial Report & 2015-2016 Budget Vote**
- **Biggest Challenge in 2014 - Gov Docs & Amendments**
- **Common Area Issues 2014-15/ Future Maintenance & Playground Trees Removal Question**
- **Architectural Review Guidelines – Status**
- **Introduce Board of Director Candidates - Voting & Ballot Collection**
- **Some Friendly Reminders**
- **Selling Your House - Info**
- **Preparedness/Contacts/Community Communications**
- **New Business**

# Approval of 2014 Annual Meeting Minutes

- **Copy of 2014 meeting minutes available as handout.**

# Financial Highlights

- **Overall - fiscally responsible in face of challenges & achieved objective of meeting “reserves” commitment**
- **2014-15 Spending:**
  - **Fees for legal review of Gov Docs – Overrun of \$1900**
- **2015- 16 Budget – See handout for financial details - discussion & vote**
- **Reminder - SHOW ME THE MONEY! Please remit dues timely**

**THANKS to HOMEOWNERS who have paid their dues for 2015-16**

## Biggest Challenge in 2014 -Gov Docs & Managing Outside Counsel

- **2014 Annual Meeting called for legal review of Architectural Review document - legal advice refocused primary attention to the governing documents for legal currency & updating.**
- **Problem - distilling legal inputs & maintaining fiscal control**
- **Bottom line - 1. took awhile to reconcile legal inputs with Glencannon needs; 2. we laid out budget & lawyers never objected; 3. Board insistent & challenged billings & saving > \$2300.**
- **Result - we took control of the drafting process & Bylaws now have standing with the Covenants as one of our governing documents, & had a major overrun but negotiated a billing reduction with counsel.**

# Governing Documents Review

- **Legal Review of Articles of Incorporation, Covenants & Bylaws for compliance/updating per VA laws/regulations**
- **Counsel made 31 specific recommendations. Board acted on 8 items & 1 administrative change consistent with the spirit of HOA practices and desire of the community to avoid rigid and punitive approaches**
- **Board filed 2012 Bylaws with FC Land Records Office in Dec. 2014**
- **Board prepared proposed amendments to Covenants & Declarations for community review Jan 19 to Feb 9 in prep for vote @ annual meeting**

## Amendments to Covenants

**INTRODUCTORY SECTION** - The names of the parties are hereby deleted in their entirety and replaced by the following: “The Declaration of Covenants is hereby amended to reflect that the parties to the Declaration are the legal lot owners of the Glencannon subdivision, located in County of Fairfax, as platted and recorded in the Fairfax Land Records Office, parties of the first part, and; and **GLENCANNON COMMUNITY ASSOCIATION**, a Virginia non-stock corporation, party of the second part.”

### **Article VI - Covenants for Maintenance Assessments -**

**Section 3.** Add the following to the last sentence, “... as set forth in the Bylaws of the Association.”

**Section 8. - Effect of Nonpayment of Assessments:** - Delete in its entirety and replace with the following:

- **Remedies of the Association.** Any assessments which are not paid when due are delinquent. If the assessment is not paid within 60 days after the due date, the Treasurer may impose a late fee or charge from the date of delinquency in accordance with applicable laws or regulations, and the Association may accelerate payment for unpaid assessments, including any administrative and collection costs, bring legal action against the Owner(s) personally obligated to pay the assessment or foreclose the lien against the property. Legal penalties, reasonable costs, and actual attorney's fees related to any such action may be added to the amount of the assessment. No Owner may waive or otherwise escape liability for any assessments for any reason, including nonuse of the Common Area or abandonment of his or her Lot(s).”

**Article VII - Architectural Control** - Add the following introductory sentence, “The Association Board shall establish Architectural Standards to be used by the Architectural Control Committee. These Standards shall be adopted by the Association upon receiving at least a majority vote of Members or proxies representing 1/4th of the votes of the Membership. These Standards shall be designed to maintain the harmony and original character of the community while accommodating change as new materials and technologies provide opportunities to enhance the value and capabilities of the homes and properties.”

# Amendments to By-laws

Article VI - entitled “Meetings of Directors” is amended as follows:

- Section 1. Regular Meetings -
- In the first sentence after “... hour “ insert “ or at a frequency...”
- add the following sentence: “Regular Meetings shall be open to all Association members of record, as space allows, and copies of agenda packets or materials shall be made available, upon request, for inspection, in paper or electronic format, at a time and place convenient to the Board. Regular Meeting schedules may be made available electronically or posted on the Association website.”

Article VII - Powers and Duties of the Board of Directors

- Add the following subparagraph “ (g) Maintain a disclosure packet for sellers in accordance with applicable laws and regulations.”

Article XI - Assessments -

- Section 3. Annual Assessments - Delete the opening sentence in its entirety and replace with the following: “Beginning January 1, 2013, the annual assessment will be \$262.50 per lot payable by March 1 of each year and the amount is further subject to subparagraphs (a) and (b) below.”
- Section 9. Effect of Non-Payment of Assessments. Delete in its entirety and replace with the following: “Remedies of the Association. Any assessments which are not paid when due are delinquent. If the assessment is not paid within 60 days after the due date, the Treasurer may impose a late fee or charge from the date of delinquency in accordance with applicable laws or regulations, and the Association may accelerate payment for unpaid assessments, including any administrative and collection costs, bring legal action against the Owner(s) personally obligated to pay the assessment or foreclose the lien perfected against the property for this purpose. Legal penalties, reasonable costs, and actual attorney's fees related to any such action may be added to the amount of the assessment. No Owner may waive or otherwise escape liability for any assessments for any reason, including nonuse of the Common Area or abandonment of his or her Lot(s).”



# Amendments to By-laws

**Article XII - Books and Records - The first sentence is amended to insert after "...Member" the phrase, ", in accordance with applicable laws and regulations,"**

**Article XVI - Architectural Committee -**

- **Add the following to Section 2. Architectural Changes, "Owners are responsible to insure that all changes are in accordance with Fairfax County zoning ordinances. The Architectural Committee shall use, to the extent practicable, Architectural Review Standards, as adopted by the Association in reviewing architectural applications. These Standards shall be designed to maintain the harmony and original character of the community while accommodating change as new materials and technologies provide opportunities to enhance the value and capabilities of the homes and properties."**

**Article XVII - entitled "Structures" is amended as follows:**

- **Section 3. Change the title "Damaged Structures" to "Damaged or Destroyed Buildings or Other Major Improvement"**
- **Section 3. Add the following paragraph:**

**"If a building or other major improvement located upon a Lot is damaged or destroyed, the Owner thereof shall restore the site either (i) by repairing or reconstructing such building or other major improvement or (ii) by clearing away the debris and restoring the site to an acceptable condition compatible with the remainder of the Property. Unless the Architecture Review Committee permits a longer time period, such work must be: (a) in the case of a detached structure, commenced within six (6) months after the casualty and substantially completed within eighteen (18) months after the casualty or (b) in the case of an attached structure, commenced within three (3) months after the casualty and substantially completed within six (6) months after the casualty. If the building or other major improvement will look substantially the same as before the casualty and will comply with the Architecture Review Standards, no prior approval of the Architecture Review Committee shall be required."**

**The following new Article is added to the Bylaws:**

**Article XXIV - Use of Advanced Technology - The Association may, acting through its elected Board of Directors, use advanced technology such as available internet technologies, email or other social media techniques to assist in governing the Association. Such technologies may be used to permit notices, signatures, votes, consents, and approvals required to be obtained under the governing documents, subject to any limitations prescribed by law.**

# COMMON AREA ISSUES - 2014-15

- **DOGS!! Biting incidents & unleashed dogs**
- **FALLEN TREES - Removal for safety of walkers or homeowner property - 4 trees cut and removed from paths**
- **Glencannon Park issues: Please contact the VP-Common Areas.**
- **Streets, water, sewerage, utilities, etc. – Please contact the appropriate municipal/state agency to request service.**
  - **Agency Contact information available on [www.glencannonhoa.info](http://www.glencannonhoa.info)**

# Common Area Maintenance - Looking Ahead

- **2013 Watershed Preservation Project - need to maintain improvements & protect \$4000 grant & investment of community time**
- **Scope out a future grant application to Northern Virginia Soil and Water Conservation District (NVSWCD)**
- **Lawyers Rd - Fence & Shrubs**
- **Lawyers Rd Entrance - Thanks to Noreen Linnemann**
- **Playground Area - chestnut trees & equipment touchup**
- **Bluebird boxes & Carolyn Dangelmaier offer - will be made & installed by the Bluebird Society at no expense to GC. Carolyn will monitor and care for them. She can use volunteers.**
- **Reserves were established to be ready for natural disasters, path replacement & other common area needs.**
- **Remember the Park is for the enjoyment of GC homeowners & guests. It represents added value to homeowner property values.**

# Playground Trees

- **Issue - Homeowner request to remove 2 Chinese Chestnut trees and share cost with HOA 50/50**
  - **HOA has strict policy not to remove live trees from community property at homeowner request for cosmetic reasons**
  - **Past practice - HOA only shared cost for common area trees that either fell on or were dead or diseased & endangering homeowner properties**
  - **Safety concerns for playground visitors & children with chestnuts under foot and/or potentially dangerous limbs**
- **Tree service company has offered to do the work now and with payment after April 1**
- **Do we proceed or not and would this establish a new precedent for the community, viz., clearing common area trees for cosmetic reason?**
- **Open discussion period for 15 minutes for a .non-binding recommendation of meeting attendees - Board to make final decision**

# Architectural Review Standards

- **Last year, we voted to clarify/update the Architectural Review Standards**
- **General Objectives:**
  - **Enhance Property Values**
  - **Allow Flexibility within Parameters;**
  - **Consistency;**
  - **Reasonable Enforcement**
- **ARC developed draft with Community input - review/comment period ran 1/27-2/28, 2014**
- **Final vote deferred pending legal analysis**
- **Analysis indicated need to have authority granted by the community to establish the standards**
- **Proposed amendments to governing documents fulfill that need**

# Architectural Review - Next Steps

- **Vote upon March 17, 2014 AR Standards**
- **These standards have been the de-facto basis for the ARC throughout 2014 after an extensive development period in 2013 and they were circulated for review and comment by the community. The revised document became the standard for GC.**
- **Have been posted on the GC website & supplied to property sellers as part of the legally required seller disclosure packet**
- **Now it is time to formally ratify this document with your vote.**



# Board of Director & Ballot Proposal Voting

# Some Friendly Reminders

- **After a snowfall remember to shovel your walkways or call a snow removal vendor- children and old people like me will be very grateful**
- **Keep your curb lighting maintained & operating - aids in safety and home security**
- **Trash & yard debris pickup - place trash receptacles curbside no earlier than the evening before & return them to their storage locations promptly after pickup. Don't leave them in the street for days.**
- **Pass along contractor recommendations to the Board Secretary for posting on the community website.**
- **Keep fences maintained.**



# Selling Your House

- **Be aggressive in setting initial listing price**
- **Engage an agent that has a record of securing best price for seller- look beyond getting the lowest realtor fee**
- **Request the exterior of your house be inspected for compliance with HOA ARC Standards**
- **Obtain Seller Disclosure Packet from Board [\$50 fee payable to HOA]- required by VA law and regulations**

# Preparedness and Contact Information

- **Fairfax County - Community Emergency Response Team - prepares citizens to help themselves, families & communities - See January Newsletter**
- **Contact Information**
  - **[VDOT's 511 Website](#) and 511 phone line provides updates on road and traffic conditions**
  - **[Contact VDOT](#) at 1-800-FOR-ROAD (1-800-367-7623) to report hazardous road conditions or ask questions**
  - **[Dominion's Outage Map](#) provides information on the location and magnitude of outages in the region**
  - **Dominion at 1-866-366-4357 to report power outages and downed wires**
  - **[Washington Gas](#) at (703) 750 – 1000 to report interruptions in gas service**

# Community Communications

- **Call or email a Board member with HOA or community concerns**
- **Check Website for valuable information- [www.glencannonhoa.info](http://www.glencannonhoa.info)**
  - **Password for Resident Info – 74Homeowner [case sensitive]**
- **email – [glencannonhoa@gmail.com](mailto:glencannonhoa@gmail.com) –**
  - **Use to communicate with the Board and the community.**
  - **Submit architectural review applications**

# Meeting Wrap Up

- **Thanks to members of community who contributed time and resources for community governance, activities & events:**

- **Gayle Abbott**
- **Katherine Brown**
- **Janine Bruhn  
Linnemann**
- **Jodi Condes**
- **Denise Davis**
- **Shannon & Chris Delacy**
- **Sam, Sue & Leo Giacinto**

**Joe Hall**  
**David Heagy**  
**Noreen & Hugh**

**John Mannino**  
**Ron Schmiedecamp**  
**Doug Strait**  
**Elizabeth Weihmiller**

- **New Business**
- **Adjourn meeting**