

Glencannon Community Association 2023 Annual Meeting

March 26, 2023

Meeting held virtually via Zoom.

The meeting was called to order at 7:07 p.m. by Kristen Anstrom, President. Christine Traylor seconded.

Welcome

President, Kristen Anstrom, thanked community members for joining the meeting. She went over the agenda and introduced the other current Glencannon HOA Board of Directors. She made a note that we didn't have quorum and that voting would not be possible today, but all voting was taken care of virtually. Glencannon HOA will post results once the voting period ends.

Agenda

- Welcome & Introductions
- Meeting Logistics
- 2023 Board and Budget Voting
- 2023 Board of Directors Candidates
- Common Area Discussion
- Financial Highlights & 2023-2024 Budget
- Architectural Review Happenings
- Community Communications
- New Business/Wrap Up

Meeting Logistics

Kristen discussed the meeting logistics and made a request to hold questions until the end of each portion of the meeting. Kristen requested that individuals please raise their hand or add a comment to the chat box if they have comments/questions. She explained that all participants will stay muted to keep background noise down, but comments and questions are welcome in the chat box and via hand raise. Colleen will monitor the chat. She mentioned the meeting will be recorded.

2023 Board and Budget Voting

Kristen discussed the 2023 board and budget voting protocols including:

- **Ballots are due Sunday, March 26th**
- Ballots have been distributed to the community via email and hardcopy
- Hand deliver signed ballots to the HOA Secretary at the following address: Christine Traylor, 10033 Garrett. OR send to the community email glencannonhoa@gmail.com
- The HOA Secretary will count the ballots and provide results to the community via email

Kristen thanked the current board: Colleen Linthicum Vice President – Architectural Review; Mark Anstrom, Vice President - Common Areas; Tom Loftus, Treasurer; Christine Traylor, Secretary. Kristen said we have had a productive and fun year.

2023-2024 Board of Directors Candidates Administrative Items

Kristen introduced the new Board of Director candidates:

- President – Mathew Traylor
- VP Architectural Review – Colleen Linthicum
- VP Common Area – Greg Reed
- Treasurer – Christine Traylor
- Secretary – Sasha Strohm

Common Area Accomplishments

Mark Anstrom said it was a busy year. His main task was taking care of the park and common areas.

- Thank you to Noreen and Hugh Linnemann who continue to help beautify the neighborhood entrance at Lawyers Road
- A big event was the tree survey with an arborist to assess any needs to plan ahead for any issue areas. There is a written survey that can be referenced.
- Performed a tree survey in the common area with a Registered Arborist. Identified and tracked trees of concern. Created a survey to keep an eye on these trees and budget for future maintenance and plan a response.
- Removed and heavily limbed 6 dead and dangerous trees from the common area. (Less than last year). Pruned and trimmed others.
- Held 2 (Spring and Fall) Community Cleanups.
 - Mulched common areas.
 - Repainted the park sign.
 - Repaired broken fences.
- Repaired and maintained front entry sign lights.
- Minor ongoing maintenance in common area - tree trimming, pruning, playground maintenance.
- Common Area contract renewed with Round Hill Landscaping for 2 years.
- JJ Tree Experts continues to do on-call tree trimming. Reliable and quick.
- Discussed that for the last few years, the HOA Board has continued to look into the erosion that may affect the bridge on the path. This is an environmentally protected area, so getting heavy equipment requires special permitting, as well as anything that we add to stabilize (like rocks as an example). The bridge wasn't properly permitted when it was constructed in the 80s or 90s by Lawyers North. Many stakeholders have been engaged: Lawyers North, Fairfax Country etc. It is technically private land and no one is willing to take any significant action. In order to fix the stream bed, it will be about 50,000-100,000. Other neighborhoods may contribute to that amount. Just presenting the issue for general consideration.
 - Option 1 - Repair the streambed, reinforce the banks.

- New fabric, riprap, grading etc. Will require many permits.
- The repair is more than a small project, it will require large machinery and professional workers.
- We need to get estimates, but this may be a 6-figure repair and may be cost prohibitive.
- A repair won't last forever.
- Option 2 - Build a new bridge in a better place.
 - A new bridge is less expensive - \$20k-\$30k for fiberglass bridge
 - Won't align with the current path.
- Option 3 - Do nothing. Lose access along path
 - Not ideal to lose path.
- Option 4 - Continue looking for help from County / State.
- Other options - are there any neighbors with experience in this type of issue?
- Next year, continue monitoring paths, playground expansion, and generally making are common areas issues are elevated to the HOA.
- Halloween party was a big success:
 - The Lochness cul-de-sac hosted the annual 2022 Halloween Parade and Party on Oct 22. It was a great turnout and a big thank you to all the folks who helped make it a success.
 - The second bounce house to help accommodate the littlest of children seemed to be a hit.
 - A special thank you to the committee for organizing and providing the second bouncy house and to the Anstrom's for donating the keg.

Financial Report and Highlights

Tom Loftus reviewed the most recent monthly treasurer's report. There are 71 paid households (3 unpaid) for the current year's HOA dues as of today, and that dues are now \$332/year. Mentioned that those that are late will incur a 6% late fee. Tom explained that the majority of the money spent is in the beginning of the year, for tree removal and landscaping.

Tom explained that the budget includes the increase in dues, and that we anticipate about \$25,000 budget for the coming fiscal year. Tom went over the \$8,700 CD is now carrying more interest. He went over the pie chart that shows that most spending is for common area maintenance, followed by a \$5,000 set aside for reserves, and that we save some money by neighbors taking care of some maintenance themselves. The only other larger expense is insurance. The current reserves are around 26,000.

The following is the latest financial report as of February 28, 2023

- Dues

- 74 units paid for 2022
 - 71 units paid for 2023
- 2 Transactions since 2/1/2023
 - a. Credits (Income) \$ \$ 19,588.15:
 - Dues (\$19,588); Bank interest (\$0.15)
 - b. Debits (Expenses) \$ 8,527.95
 - Tree removal 2/24 (\$2,000);
 - Round Hill mowing 2023 (\$6,284);
 - P.O. Box 1-yr. renewal (\$230);
 - Electrical (\$13.95)
- Fund balances as of 2/28/2023
 - a. Budget Checkbook: \$ 37,653.31
 - b. Reserves Checkbook: \$ 17,668.77
 - c. Reserves Truist CD 5220: \$ 8,749.27
 - d. Reserves Total: \$ 26,418.04
 - e. Grand total: \$ 64,071.35

Architectural Review

Colleen summarized the mission of the Architectural Review Committee (ARC) and discussed requests:

- 7 requests for HOA packets for home sales. Welcome to our new neighbors!
- There were 10+ Architectural Review requests ranging from hardscaping, updated fencing, updated siding, new garage doors, pool additions and renovations, new decks.
- Reviews are typically turned around in less than 1 week from ARC receipt of email. The average turn around time was three days.
- Thank you to Amy Peltier, Mimi Carmichael Rohrbach for serving on the ARC!

Colleen went over reminders for making sure the HOA architectural rules are followed:

- Light Posts - Working properly from dusk to dawn
- Driveways and Sidewalk Tiles - Repair any cracks that would impact neighborhood drainage or safety issues
- Mailboxes - Please repair any dents or broken poles
- Shutters - Please make sure to replace or repair any shutters that are loose or have fallen off
- Fencing - Owners who share a common fence jointly share the responsibility for fence maintenance, repair and/or replacement. 4 or 5 board estate style wood fencing

Colleen reminded people to submit an application for any external adjustments to their homes. Colleen went over the reminder that a disclosure packet to sell your home is required by law. It is \$50 and that includes a review of the property to ensure compliance with HOA standards, and make sure that you are up to date on dues.

Laura Lautz asked a question about solar panels. Colleen said there are standards that they can't be viewable from the street, and that the standards might need to be updated. Mark mentioned

this came up a few years ago given that the current standard is only advantageous to people on one side of street. Colleen said the next Board will revisit the standard.

Community Communications

Christine encouraged neighbors to continue emailing and visiting the website to view board meetings (www.glencannonhoa.info). She told people that Facebook is a great way to communicate with neighbors.

New Business/Wrap Up

Kristen opened up the floor for new business. There were no questions. She thanked the Board and the community.

Kristen made a motion for the meeting to be adjourned, the motion was seconded by Christine Traylor and the meeting was adjourned at 8:06.