

SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS WORKING MEETING
June 19, 2019

CALL TO ORDER

The working meeting of the Board of Directors of the Sugarland Run Homeowners Association was called to order on June 19, 2019 at 6:30 p.m. in the Office Building. Raed Muslimani presided. It was noted that a quorum was present. Raed Muslimani notified all in attendance that the meeting was being broadcasted.

Present: Raed Muslimani, President
Karl Acorda, Vice President
Diane Bayless, Treasurer
Sonia Ballinger, Secretary
Jimmy O'Connor, Director
Glenys Wright, Director
Dave Webster, Director
Jorge Frapiccini, Director
Arnaldo Irizarry, Director (arrived late)
Amber Bricker, Sequoia Management
Gabriela Garza, Sequoia Management

Absent: None

APPROVAL OF AGENDA

Jorge Frapiccini **MOVED** that the agenda be approved as amended. Jimmy O'Connor **SECONDED** the motion and it **PASSED 8 FOR, 1 ABSENT**.

APPROVAL OF MINUTES

Dave Webster **MOVED** that the minutes from June 6, 2019 be approved as written. Diane Bayless **SECONDED** the motion and it **PASSED 8 FOR, 1 ABSENT**.

FINANCIAL REPORT

The BOD reviewed the May 2019 financials. Diane Bayless notified the BOD that the association is in good financial standing. Management informed the BOD that John Marshall Bank has recommend purchasing CDR's so all the funds will be FDIC insured.

RESIDENT FORUM

- A resident, Jen Heffern, thanked the BOD for the support they have given to the Sugarland Run Dolphin Swim Team. She also informed the BOD that the Sugarland Run Dolphin Swim Team hopes to continue to work with the BOD to keep the team up and running.
- A resident requested that the BOD allow her to keep her shed in the current location on her property.

DIRECTOR'S REPORT

- Jorge Frapiccini asked management when Sergeant Bressler and Deputy Christman from the Loudoun County Sheriff's Department will start to publish an article in the newsletter. He also requested additional details regarding the information in the audit about uninsured funds in a Swiss Bank and three outstanding checks from last year.
- Glenys Wright asked management if the website management company had made any updates to the website yet. She also informed management and the BOD of outdated information on the website that will need to be updated.
- Jimmy O'Connor asked management when the letter T that is missing from the entrance sign to the parking lot at the Community Center will be replaced. He also asked management for an update

on when the other trail repair proposal will be obtained.

- Karl Acorda notified the BOD that he doesn't not feel that any board member should meet with vendors one-on-one. He also informed the BOD that he feels that the BOD is spending too much time on non-HOA issues, such as ARC and THOA problems.

MANAGER'S REPORT

- Management notified the BOD that the Sugarland Run Dolphin Swim Team will be attendance at the meeting.
- Management informed the BOD that Premier Turf and Landscaping has completed their annual tree assessment and has submitted a proposal to have numerous dead or declining trees removed.
- Management notified the BOD that All Recreation and Metro Recreation have both submitted proposal to have a tot lot installed at the Pheasant Run location.
- Management informed the BOD that Diane Bayless will have an updated regarding Loudoun Literacy hosting English Classes in the community.
- Management notified the BOD that two companies have submitted proposals to have the HVAC system at the community center replaced and have been included for their review.
- Management informed the BOD that Jimmy O'Connor sent out a proposed location for the memorial bench for Alicia Winterbottom and the BOD will need to confirm the location.
- Management notified the BOD that there is a new Community Policing Officer, Deputy DeSoto Jordan and he will be attending the next meeting.
- Management informed the BOD that this will be the last meeting Amber Bricker will be recording minutes and that Lisa Mulloy will begin to take minutes at the July 3, 2019 meeting.
- Management informed the BOD of the following date:
 - Staff Luncheon – June 21, 2019 from 11:45am – 2:15pm

NEW BUSINESS

- The Sugarland Run Dolphin Swim Team Manager asked the BOD if they could do anything further to allow the team to have non-resident swimmers after this year. They also requested that the BOD grant them an extension to continue after this season with non-resident swimmers. They also informed the BOD that the entire Sugarland Run Dolphin Swim Team is willing to help however they can in assisting the BOD with amending the documents.
- Sonia Bayless **MOVED** to approve the proposal from Premier Turf and Landscaping to remove several dead/declining trees per the annual tree inspection at a total cost of \$89,271.00. Karl Acorda **SECONDED** the motion and it **PASSED 9 FOR, 0 ABSENT**.
- The BOD discussed policies and procedures regarding customer service. These included response time to homeowners by office staff and the BOD, official responder from the BOD, and potentially implementing a CRM system at the office.
 - Jimmy O'Connor **MOVED** that the response time by the office staff as well as the Board of Directors be no longer than the end of the following business day, this includes phone and email inquiries. Arnaldo Irizarry **SECONDED** the motion and it **PASSED 8 FOR, 1 AGAINST (Karl Acorda)**.
- The BOD reviewed the proposals submitted by All Recreation and Metro Recreation to install a tot lot at the Pheasant Run location. The BOD requested that the contractors revisit the site at Pheasant Run to confirm the area that is available to work with.
- Sonia Bayless **MOVED** to approve the proposal from Stonehill Company to patch cracks, holes and rebuild corner of the retaining wall at the pool at a total cost of \$1,886.00. Karl Acorda **SECONDED** the motion and it **PASSED 9 FOR, 0 ABSENT**.

OLD BUSINESS

- Diane Bayless asked management to let her know what day of the week the office building will be available for Loudoun Literacy to host English Classes in Fall 2019. She additionally asked if an article to advertise the classes could be published in the August 2019 newsletter.
- The BOD tabled the Community Center HVAC repair/replacement discussion until an additional proposal can be obtained from a third company.
- The BOD agreed on the location of the memorial bench for Alicia Winterbottom. Jimmy O'Connor will proceed in working with All Recreation for the installation of the bench.
- Jimmy O'Connor notified the BOD about an incident that occurred at the pool over the weekend. He also informed the BOD of numerous safety and cleanliness issues observed at the pool following the incident. The BOD has requested that Chris Waters from Winkler Pool Management attend the next meeting to further discuss these issues.
- Management informed the BOD that Solitude Lake Management will be on-site this week to evaluate why the fountain is not working. Jimmy O'Connor recommended the BOD forgo any upcoming fertilization application around the lake to attempt to decrease the algae.
- The BOD requested that management included CDR purchases to the next meeting.
- The BOD discussed the strategy they will take in determining the amendments to the governing documents they would like to make.

EXECUTIVE SESSION

None

ANNOUNCEMENT OF NEXT MEETING

July 3, 2019 at 6:30 p.m.

ADJOURNMENT

Karl Acorda **MOVED** to adjourn the meeting. Glenys Wright **SECONDED** the motion and it **PASSED 9 FOR, 0 ABSENT**. The meeting was adjourned at 9:01 p.m.

Submitted By: 