

1 **Wellington Community Association**
2 **Board of Directors Meeting**
3 **Approved Minutes**
4 **December 19, 2006**
5

6 A meeting of the Board of Directors was convened at the Wellington Community Center,
7 located at 9700 Wellington Road, Manassas, VA, 20110.

8
9 **PRESENT**

10 Board Members: Andrew Lopez, Suzanne Seaberg, Bob Porch, Michele Samoy, and
11 Dennis Young. Legum and Norman staff: Debbie Johnson, General Manager and April
12 Ludke, Community Manager.

13
14 Christopher Sims and Tim Violette were absent.

15
16 **CALL TO ORDER**

17 Andrew Lopez called the meeting to order at 7:00 p.m.

18
19 **CITY OF MANASSAS POLICE DEPARTMENT**

20 Captain Doug Keen attended the meeting to discuss and get feed back on the off-duty
21 patrol. Capt. Keen asked that all board correspondence and requests go through Debbie
22 Johnson at the management office. Capt. Keen stated that they can ticket cars with dead
23 city stickers but they can not tow them. Capt. Keen will push officer to enforce moving
24 violations with the community. He also suggested some newsletter tips that included
25 turning on porch lights, closing garage doors and not leaving you vehicles unattended
26 when warming it up in a drive way or common area space. Capt. Keen also mentioned
27 that the City may go to a lower wattage in their light poles. The Board would like
28 management to check into this and see if we can't keep our lights bright.

29
30 **RESIDENTS FORUM**

31 A resident from Coriander Circle attended the meeting to state that she contacted the City
32 to get more help regarding trash removal and police services. She also wondered if the
33 Association could hire children from the Neighborhood Helper List to pick up trash.

34
35 A resident from China Grove came to discuss parking polices and stated that they are not
36 being observed in her area. The resident gave a brief history on parking and provided the
37 Board with a handout of the parking policy in that area.

38
39 A condo owner attended the meeting to discuss a recent towing. The Board thanked the
40 resident and asked her to attend a condo meeting or to contact SCS Management for help
41 with her problem.

42
43 A resident from Coriander Circle asked if the curbs along Clover Hill Road, at the
44 entrance to Coriander Circle, could be painted yellow. He stated that it is very difficult to
45 see oncoming traffic when leaving Coriander onto Clover Hill. Management will check
46 with the City to see if this can be accomplished.

1 **Community Center**

2 The cleaning contractor, Teri Lake, was invited to the meeting to share her thoughts and
3 cleaning experiences at the community center. Ms. Lake was unable to attend the
4 meeting but suggested that the security deposit amount be raised. The Board reviewed
5 the current application and rental policy.

6
7 Suzanne Seaberg MOVED to increase the rental deposit from \$300 to \$350 for a non-
8 alcohol event and from \$400 to \$500 for an event with alcohol and that the security check
9 will be deposited and returned within three (3) weeks after the event if no damages
10 occurred. The MOTION was SECONDED by Bob Porch and APPROVED
11 unanimously.

12
13 Michele Samoy MOVED to approved changing Policy Resolution #13 to state that if the
14 deposit was retain for damage, further use of the facilities will be denied for a minimum
15 period of one (1) year or for a longer period of time as determined by the Board. The
16 MOTION was SECONDED by Suzanne Seaberg and APPROVED unanimously.

17
18 Suzanne Seaberg MOVED to approve changing

19
20 **BOARD MEETING MINUTES**

21 Suzanne Seaberg MOVED to approve the minutes from the November 21, 2006 Board of
22 Director's meeting, as amended. The motion was SECONDED by Michele Samoy. The
23 minutes were APPROVED unanimously.

24
25 **PRESIDENT'S REPORT**

26 Andrew Lopez did not have a written report.

27
28 **COMMITTEE REPORTS**

29 Covenants Committee – The minutes of the December 5, 2006 Covenants Committee
30 meeting were presented to the Board. Adil Godrej was not able to attend the meeting.

31
32 **MANAGEMENT REPORT**

33 Debbie Johnson reviewed the management report. Topics included upcoming events,
34 swim team schedules, police and covenants reports and the Flanagan Court closing which
35 has been approved by the City and we are still waiting on formal notification.

36
37 **FINANCIAL REPORT**

38 April Ludke reviewed the financials with the Board and answered questions accordingly.
39 Ms. Ludke will check to see if the \$50,000.00 CD was purchased from the BB&T
40 account and report at the next meeting.

41
42 Suzanne Seaberg MOVED to approve a \$100 gift card for Board Member Michel Samoy
43 who is due to have a baby. The MOTION was SECONDED by Dennis Young and the
44 motion was APPROVED (4 in favor, 1 abstention).

1 **OLD BUSINESS**

2 The Board reviewed and revised Policy Resolution No. 7 Relating to the Use, Parking
3 and Storage of Vehicles. They would like the policy to take effect on Friday, January 19,
4 2007. Notification to homeowners will be the January 2007 newsletter.

5
6 Bob Porch MOVED to approve the revisions to Policy Resolution No. 7 – Vehicle
7 Policies. The MOTION was SECONDED by Suzanne Seaberg and the motion was
8 APPROVED unanimously.

9
10 **DIRECTORS FORUM**

11
12 Suzanne Seaberg would like to see the City Hall Town Meeting being held at Round
13 Elementary School on February 5, placed in the newsletter.

14
15 Andrew Lopez would like to ensure that staff is policing the fence line for trash.

16
17 Michele Samoy asked for a job description for employees at the next meeting.

18
19 **ENTER EXECUTIVE SESSION**

20 Bob Porch MOVED to enter executive session at 11:15 p.m., to discuss legal matters.
21 The motion was SECONDED by Suzanne Seaberg and APPROVED unanimously.

22
23 **EXIT EXECUTIVE SESSION**

24 Bob Porch MOVED to exit executive session at 11:25 p.m. The motion was
25 SECONDED by Andrew Lopez APPROVED unanimously.

26
27 Michele Samoy MOVED to accept a homeowner payment plan with the first double
28 payment arriving by January 2, 2007. The motion was SECONDED by Bob Porch and
29 APPROVED unanimously.

30
31 **ADJOURN**

32 Suzanne Seaberg MOVED to adjourn meeting at 11:35 p.m. The motion was
33 SECONDED by Andrew Lopez and APPROVED unanimously.

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35 **Respectfully Submitted,**

36
37 _____
38 Suzanne W. Seaberg
39 Secretary

_____ Date