

**The Timbers Association**  
**Board of Directors Meeting Minutes**  
Tuesday, September 28, 2021  
@ Pool Clubhouse

Noting that a quorum was present, the meeting of the Timbers Association was called to order at 7:00 p.m. by Mr. Callaghan.

**I. Members Present:** The following Board Members were present: Joyce Tatanus, Joe Collins, Jerry Callaghan, and Beth Callaghan. Ken Eiriksson was present representing East Coast Management. 11 other residents were present.

**II. Resident Time:** Management was advised that a branch had fallen on the sidewalk along Hillside Road and that a branch behind 6057 Hollow Knoll Court was broken and hanging into the common area. A resident on Hollow Knoll Court noted that the lawn service was not cleaning up after they mowed and edged. They were advised that was not part of their contract. A resident on Winding Hollow Way asked when the mulched area in front of their home would be returned to grass. They were advised that the Landscape Committee would address their concerns as soon as a stepping stone was selected. Two residents from Forest Creek Lane asked for assistance addressing an erosion problem behind their home. They were advised the Association would assist, but that the problem originates on their properties. A resident asked to have 2 parking spaces assigned on his street. He was advised that one street could not be treated differently from the others and there are not enough spaces to assign two to every home.

**III. Committee Reports:** The Landscape Committee advised that additional plants that were on back order would be delivered and planted in mid-October.

**IV. Management Report:**

A.) Approval of Minutes: The minutes of the Board of Directors meeting of August 24, 2021 were approved as corrected. Forest Creek Court and Lane were incorrectly identified. *Motion by Joyce Tatanus, second by Jerry Callaghan.*

B.) Delinquency List: The Board was provided with a delinquency list as of August 31, 2021. 4 owners had a balance on their account for more than the current assessment. No accounts are at the attorney, but two will be sent this month if payment is not received. The total amount due was \$5,965, less \$1,400 classified as uncollectible.

C.) Financial Report: The Board reviewed the August financial statements and general ledger. The Association had a deficit of \$28,687 for the month. Total expenditures were \$29,6468. For the year, the Association has a surplus to budget of \$11,227. The Association had cash and investments of \$1,146,100. The CD maturing on September 15th will be transferred from First Virginia Bank to CIT Bank. They have a special rate on CD's opened with "new" deposits.

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D.) Draft Budget: The draft 2022 budget was approved as provided. *Motion by Jerry Callaghan, second by Joe Collins.* The budget includes no increase in fees and transfers of \$50,000 to the Paving Reserve, and \$10,000 to the Tot Lots Reserve from Members Equity.

E.) Correspondence/Pending List: The Board reviewed correspondence and the Pending List. The Board agreed to allow a resident on Hollow Knoll Court to keep 2 motorcycles in their reserved space as long as the total length of vehicles in that space to meet the 19' maximum length requirement. *Motion by Jerry Callaghan, second by Beth Callaghan.* The Board agreed to allow a resident on Hollow Knoll Court to install gravel outside their back fence as long as it was kept close to the fence and not allowed to migrate into the grass. *Motion by Joyce Tatanus, second by Joe Collins.*

**VI. New Business**: The Board approved renewal of the towing contract with Dominion Towing. *Motion by Jerry Callaghan, second by Joe Collins.*

**VII. Adjournment**: There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be the Annual Meeting on October 26, 2021 at 7:00 p.m.

Respectfully Submitted,  
Ken Eiriksson  
East Coast Management & Consulting Services

## The Timbers Association Pending List

1. Update AECC Guidelines. Allow decorative post caps (as opposed to a flat railing) and black pickets on decks. All other deck components must be a natural wood color, not white. Clarify double hung window rules for Section I and II, including pictures. No bamboo. Maximum coverage of non-permeable surfaces in a back yard will be limited to 50% of the total square footage. At least 1' must be uncovered along all property lines. Encourage use of permeable materials and ground level surfaces rather than elevated. Reference Fairfax zoning restrictions on blocking water flow and drainage onto adjacent properties. Downspout extensions should terminate at least 3' from all property lines. Garage doors may have small windows on the upper panel with approval. Exact measurements required on applications. No scale drawings.
2. Determine who owns lights in front of houses on Hollow Hill and Ridge Hollow.
3. Add railing above the new retaining wall on Willowick, if necessary.
4. Provide a draft trash policy sign for the Board's review. **Waiting for approval.**
5. Tree limb on Hillside and behind 6057 Hollow Knoll Court.
6. Remove partial speed bump on Timber Hollow Lane.
7. Start work on landscaping committee list. Make sure to keep track of progress. Prioritize repairs to retaining walls and bridges. Remove bamboo behind right side of FHL by the wall.
8. Note to motorcycle owners on Forrest Hollow about permanent covers and parking in reserved spaces.
9. Follow up with 8723 RHC. Drain line should not be in common area. Remove the pipe and professionally replace the concrete sections. **Owner will move it to the other side.**
10. Some of the mulched areas like at the corner of the pool are over mulched.
11. Inspect driveways during the site inspection.
12. Follow up on Hydroblox.
13. Check railing between Hollow Knoll and the playground for rotten wood.
14. Add stepping stones on Winding Hollow once a type is chosen.
15. Distribute Annual Meeting notice. Anne's and vacant position available.
16. Fix erosion at end of Forest Creek Court.