

**ARDMORE OAKS AT ARDMORE WOODS HOMEOWNERS' ASSOCIATION  
(AOAW)  
Minutes of Annual Meeting**

**Date and Time:** September 10, 2020, 7:00pm to 9:00pm

**Location:** Virtual Meeting via Zoom

**Attending:** Virtual Attendance (See at end)

**1. Call to Order, Roll Call, Determination of Quorum**

This meeting is for the 2019 Annual Meeting of the AOAW HOA. Our original meeting was scheduled to occur this past March. It is occurring so late in the year due to the COVID pandemic, and it is our first ever virtual meeting. Sabrina, our Secretary, explained the ground rules for the virtual aspects of the meeting. The meeting started with attendees virtually introducing themselves. Fourteen residences/members were present, in accordance with paragraph 3.4 of the AOAW By-Laws, a quorum was present, and the meeting continued.

**2. Minutes from the 2018 Annual Meeting**

AOAW members approved the 2018 Annual meeting minutes in the weeks following the meeting held on March 13, 2019. John conveyed our change in process to approve minutes soon after a meeting vice waiting until the next meeting that could happen a year later, making it difficult for anyone to remember the meeting. No questions or comments were captured from the AOAW members present.

**3. Recurring Reports and Actions**

a. Treasurer's Report & 2018 and 2019 Budget Reports (Andrea Bennett)

- The 2019 income and expense summary was reviewed with explanation to accompany changes to the budget related to the suspension of maintenance related to the AOAW HOA Common Areas. There were some comments about the easement areas particularly on Brimstone Lane which were deferred to later in the meeting.
- The proposed 2020 Budget was presented (see attached). There was again some discussion about the maintenance of the easement area along Brimstone to include considering reinstating maintenance for the Brimstone easement if all avenues for Fairfax County to maintain are exhausted.
- There was a motion and a second, to approve the budget with the aforementioned provision, and the 2020 budget was approved (CLOSED).
- The budget will be posted to the HOA website.

b. HOA Administration

- Virginia Registration Fees (Andrea Bennett)

- i. Virginia Department of Professional and Occupational Regulation (DPOR) (see: <http://www.dpor.virginia.gov>) - We pay an annual fee of \$20.
  - ii. Virginia State Corporation Commission (see: <https://www.scc.virginia.gov>) - We pay an annual fee of \$25.
- Updates to HOA Directory (Sabrina Stringer)
  - i. Placeholder
- Updates to VA State Corporation Commission, resale package (John Gironda)
  - i. John and Sabrina have been in constant communication over the past year to keep up with state changes required for HOA Resale Packages so they comply with Virginia Laws. There are now well over 20 documents and statements comprising the sales package now. Examples of updates include: adding the Virginia Department of Professional Occupational Regulation (DPOR), Property Owners' Association Disclosure Packet Notice checklist to the HOA package; updating the HOA Disclosure Packet Notice itself, and the transmittal document now includes space for the buyer and seller to sign. Previously, only the seller was indicated as a signee. Finally, as a service to owners lacking Architectural Review Committee (ARC) approval documents for past work, the EXB now provides an evaluation of the property with respect to the current (2011) ARC Guidelines as part of the Resale Package.
- c. HOA Communications (Sabrina Stringer)
  - Over the past year, we have begun to communicate to the neighborhood exclusively through the Ardmore Oaks HOA gmail account ([ArdmoreOaksHOA@gmail.com](mailto:ArdmoreOaksHOA@gmail.com)).
    - i. Please ensure you check your spam/junk email to ensure our messages make it to your inbox.
    - ii. Please also send any HOA Directory updates (phone/email) to this account so we can ensure you remain connected.
  - There is also an email account now for the Admore Oaks Treasurer ([ardmoreoakshoatreasurer@gmail.com](mailto:ardmoreoakshoatreasurer@gmail.com)).
    - i. Please send communications to the Treasurer to this address.
  - Please note that you may also include individual HOA EXB members to your messages but we are using the gmail accounts as our "record" of communication with the HOA members to create a history for our EXB current and future members.
- d. ARC Issues (John Gironda)
  - There was considerable discussion this past year about the Trump Country sign in the neighborhood. Some people were quite vocal about the presence of the sign; however; when presented with the list of ARC violations in a short section of Brimstone, the voices quieted. It is

important whatever action we take, whatever ARC rules we enforce, that the HOA enforces all of the ARC rules equally. We can't make someone take down a sign, but not enforce someone to remove trash bins, lawn chairs, and various sports equipment from their front yard. Such would be considered selective enforcement which is also known as discrimination, and would be a serious problem for our HOA. On the internet, there are a number of articles provided by attorneys, HOAs, and realtor groups that address this issue.

- On the other hand, the EXB feels no action is not the right path. Since our HOA Architectural Guidelines haven't been uniformly and completely enforced for a long time, it would seem they might not really be rationally enforceable. As such, the EXB feels our Architectural Guidelines need updating, and will call for volunteers to help with this later in the meeting.

#### **4. Old Business**

a. Posting HOA documents on the HOA Website (John Gironda on Rich Volz behalf)

- Residents have access to HOA documents via the HOA website (see: <http://www.ardmoreoaks.com>). The pin was sent to current residents from the Ardmore Oaks gmail account in February. We will update the pin again now that we have a new resident on the corner of Spout Lane. These documents are for residents use only.

b. Participation in the Nextdoor Website (Sabrina Stringer)

- We are recommended members of the Ardmore Oaks HOA join our Nextdoor "Ardmore- Oaks Brimstone" community which connects Ardmore Oaks with our sister HOA in the front of the neighborhood. <https://nextdoor.com/map/>. It is also a great resource to connect with the broader community around us to gain insight into local services, post items you want to give/sell, and ask questions. As a member, I have sent out notices in the past via postcard mailings to invite you to join. Presently we have 69% of our neighborhood joined.

#### **5. New Business**

a. Reinstating maintenance of the County easement on Brimstone – (John Gironda)

- We suspended maintaining County easements while at the same time trying to find out if there is, or should be, a written agreement between us and Fairfax County. Just finding the County office that has the responsibility has been difficult. So, the EXB is considering reinstating maintenance of the easement along Brimstone. If HOA members would like to assume this responsibility, the EXB will consider waiving dues requirements.
- There was a motion, with a second to reinstate maintenance of the Brimstone Easement (with a caveat that we still pursue efforts with the County). The motion was approved.

b. Posting political signs during this election year – (John Gironda)

- Related to the earlier discussion on ARC issues, the EXB position is that everyone needs to follow the State and local laws regarding posting political signs in their yards. This means the signs need to be limited in size (per the County Law) and removed promptly after the election.
  - i. The 2019 Fairfax County Zoning Rule States: “On residential properties, there are no restrictions on the number of yard signs allowed or how long they may be displayed. However, homeowners are limited to posting a maximum of 12 square feet of total yard signage, with no single sign exceeding 4 square feet in area and a height of 4 feet.” See:  
<https://www.fairfaxcounty.gov/news2/fairfax-county-adopts-new-zoning-rules-for-signs/>
  - ii. However, according to VA Law: § 15.2-109. Regulations on political campaign signs.
    1. *No locality shall have the authority to prohibit the display of political campaign signs on private property if the signs are in compliance with zoning and right-of-way restrictions applicable to temporary non-political signs, if the signs have been posted with the permission of the owner. The provisions of this section shall supersede the provisions of any local ordinance or regulation in conflict with this section. This section shall have no effect upon the regulations of the Virginia Department of Transportation.*
  - iii. Reference – An article from 2011 on removing campaign signage – “On Private Property, Campaign Signs Should be Taken Down within 15 Days After the Election”. See:  
<https://patch.com/virginia/mclean/who-to-call-to-remove-campaign-signs>

c. HOA Block Party – Call for Volunteers – (Sabrina Stringer)

- The HOA EXB was hoping to hold a neighborhood block party in 2020, however, because of the pandemic conditions, we did not feel it would be appropriate to move forward with a block party this year. Our good neighbors on Spout Lane have volunteered to host the block party on their cul-de-sac. I’d like to ask for HOA members who are interested in helping to organize the HOA Block Party for spring/summer 2021 to contact me so we can begin planning after the new year.

d. Architectural Guidelines Update – Call for Volunteers - (John Gironda)

- As mentioned previously, the EXB feels it is time to update our Architectural Guidelines. Existing guidelines were updated in 2011, but the guidelines are, overall, about 35 years old, and times and living standards have changed. For example, while basketball hoops are not allowed, many homes here have hoops in their front yard. Perhaps, they should be expressly allowed because we have more users nowadays.

- i. Volunteers to assist updating the ARC Guidelines include: Judy Garland, Keith Reynolds, and Tim Shea.
- e. CC&R and By-Laws Review – Call for Volunteers – (John Gironda)
  - Similar to the Architectural Guidelines, our CC&Rs are 35 years old. Existing copies are difficult to read, and are outdated. For example, almost all correspondence nowadays is done via email, and email is not listed as an acceptable method of communication. There was a recommendation for the HOA EXB to look into a budget item for a zoning attorney to review all easements and update the CC&R. Please contact the HOA EXB to volunteer.
- f. Nomination Committee – Call for Volunteers – (Keith Reynolds)
  - In the next few months the Vice-President position will be open for nomination. Please contact Keith Reynolds if you are interested in supporting the nomination committee for the upcoming opening.

## **6. Open Floor Discussion**

Rick Ayers volunteered to update the HOA map. Tim Shea volunteered to assist with contacting the Fairfax County offices associated with the easement maintenance in the neighborhood. There was also a recommendation to send a message out about safety reminders for our neighborhood as we move into the fall months. There was discussion about how some neighbors have found it challenging to socially distance with so many out walking and sometimes folks using both sides of the road making it difficult for drivers.

## **7. Adjournment**

There being no further business, upon motion and second, the meeting was adjourned at 8:25pm.

### **Ardmore Oaks at Ardmore Woods HOA Board of Directors**

President – John Gironda  
Secretary – Sabrina Stringer

Vice-President – Rich Volz  
Treasurer – Andrea Bennett

Director – Keith Reynolds

## Meeting Attendees

1. John Girona – 6809 Spout Lane
2. Sabrina Stringer – 6837 Brimstone Lane
3. Adam and Andrea Bennett – 6803 Brimstone Lane
4. Keith Reynolds – 6807 Old Stone Fence
5. Tim and Mickie Shea – 6806 Old Stone Fence
6. Josh and Elizabeth Bahr – 6813 Brimstone Lane
7. Rick Ayers and Alex Peck – 6818 Brimstone Lane
8. Patrick Martin – 6822 Brimstone Lane
9. Peter and Brianne Kurdock – 6810 Brimstone Lane
10. Aaron Wood and Judi Garland – 6815 Brimstone Lane
11. Mike and Pat Sperry – 6821 Brimstone Lane
12. Kevin Metrocavage – 6835 Brimstone Lane
13. Don and Vicky Toenshoff – 6802 Spout Lane
14. Kevin Parson – 6812 Brimstone Lane