

TOLLGATE ASSOCIATION
Minutes of the November 4, 2006 Board Meeting

Date & Time: November 4, 2006 at 9:00 a.m.

Location: 118 Tollgate Way (Donaldson residence)

Attending: Bill Arthur, Bob Donaldson, Ed Bronikowski, Steve Lyons, and Marie Murray.

Association Business:

1. Treasurer's report. The Treasurer presented income/expense, net worth, and budget statements. The Treasurer prepared a detailed transaction report showing all debits and credits to the Association's account for the calendar year. The final cost for deep root fertilization of trees was \$1500.00, and the total fee for the hydrologist's report was \$1000.00. Flores Landscaping rescinded a fuel surcharge, which the Board had agreed to pay. The account balance as of November 1, 2006 was \$13,536.15. The Board also examined and approved the 2007 budget, with annual assessments remaining at \$1400.00 per homeowner.

2. Committee reports. The Board received the following committee reports:

a. Landscape Committee. A landscape architect from Merrifield Garden Center conducted a walk-around with committee members to identify priorities in the landscape master plan, including use of foliage consistent with the Williamsburg style, identification and remediation of drainage problems, balance among the front areas of all properties, and identification of acceptable shrubs. The landscape architect recommended retention of ivy behind certain properties to prevent erosion. The committee will examine the landscape maintenance contract and develop a more detailed statement of work.

b. Tree Committee. A committee member conducted a walk-around with the arborist from Save-a-Tree to identify trees for pruning. The committee chairperson will contact Save-a-Tree for an estimate of the tree pruning costs. In the meantime, Bob Donaldson pruned the lower braches of selected trees for the Association.

c. Architectural Committee. The committee chairman gave a report regarding the homeowner's proposed construction of a garden hutch behind 127 Tollgate. The committee approved the hutch's construction. The chairman also presented proposed architecture review guidelines for the Board's approval. The Board examined and approved the guidelines, which will be posted on the Association's website.

d. Social Committee. The Association will hold its holiday party on Sunday, December 10, the location to be determined. Holiday decorating will occur after the next Board meeting on December 2.

3. Old Business. The Board president delivered a copy of the engineering report on Tollgate drainage to the homeowners of 110 Tollgate. The Board denied the homeowners' request for reimbursement for water damage. The chairman of the bylaws committee distributed written copies of proposed changes to the Association's covenants and bylaws to all homeowners on October 12, 2006. The bylaws committee will present its report and recommendations to the homeowners at the November annual meeting and seek their approval of the proposed changes.

4. New Business. The Board provided written notice to homeowners that the Association will hold its annual meeting on November 12, 2006 at 5:00 p.m., at the Donaldson residence (118 Tollgate). A proxy was included with the notice of the annual meeting. Board members will contact 18 homeowners who have not yet responded that they will be attending or providing proxies for the annual meeting. The Board prepared the agenda for the annual meeting. Paul Ehmer and Eric Kirschner were nominated to run for two vacant positions on the Board.

The next Board meeting will be on December 2, 2006 at 9:00 a.m., its location to be determined. The meeting adjourned at 11:20 a.m.

Submitted by: Steve Lyons, Secretary