

Tollgate Association Board Meeting

Date and Time: January 25th, 2014 at 9am

Location: #113Tollgate Way (Zawacki residence)

Attending: Ed Hahn, Rob Ochsendorf, Joe Romer, Terry Zawacki, Marie Murray, Bob Donaldson, and Garry Sauner

1. Approval of the December Meeting Minutes
2. Board Selection of Officers for 2014 – The Board discussed candidates for officer positions and voted for the following appointments:

President: Rob Ochsendorf

Vice President: Chuck Connor

Secretary: Ed Hahn

Treasurer: Bob Donaldson

The Board discussed ideas to consider and tackle in 2014. These included:

- Association Branding: What ideals do we embody as an Association?
 - Website Enhancements: Update the appearance of the website to reflect our brand. Also build homeowner and homebuyer portals. The latter would present prospective homebuyers with pertinent information they would need to make a decision to buy in Tollgate, including links to our Covenants and By-Laws, and a summary of guidelines.
 - Update Covenants/By-Laws: Portions of these documents are outdated and need to be revised.
 - Board Obligations for Disclosure: What are the Board's responsibilities regarding disclosures to prospective homebuyers?
 - Welcome Committee: Joe suggested a formal approach to welcome new homeowners to our community. He volunteered to work with WynneHogle and the Social Committee to spearhead this effort.
3. Treasurer's Report and Results of Audit by JimHogle and RobOchsendorf
http://tollgateway.org/budget/2014_expenses.pdf
http://tollgateway.org/budget/2014_net_worth.pdf
http://tollgateway.org/budget/2014_budget.pdf

Jim Hogle and Rob Ochsendorf conducted an audit of our 2013 financials. No discrepancies or irregularities were found.

4. Updates on Liability Insurance for the Association: Bob submitted a formal request to Travelers for a quote on D&O coverage, but has not yet received one.

Bob agreed to pursue Travelers again for a quote and will inform the Board via email when he has more information. The Board is seeking to finalize our insurance provider and coverage ahead of the next meeting. We anticipate making a decision pending receipt of a D&O quote from Travelers.

<u>Provider</u>	<u>General Liability</u>	<u>D&O</u>
Erie:	\$233	\$273
Travelers:	\$250	TBD

5. Committee Reports: Committee Chairs

- Social –The Board thanked the Melhem’s for graciously hosting a very nice Holiday party at their home on Sunday, December 15th. Homeowner turnout was excellent.
- Landscaping – The 2013 landscaping contract was completed on 12/27. The new contract begins in March, but Ramiro may come at the end of February to perform pruning.

The Committee has several projects lined up for 2014 including:

- Update the Committee objectives and members on the Association website.
- Revise the language in the *Guidelines for Discretionary Replacement of Trees*.
- Update/add photos of shrubs to the website as a reference for our landscaping crew.
- Determine course of action for shrubs that are on the Committee’s watch list.
- Pilot project to determine possible abatement of storm water runoff between #102 and #124 using harvested plants. There are challenges in this area due to the proliferation of telecommunication wires and the need to preserve passageway for homeowners and contractors;

The *Guidelines for the Care and Protection of Trees and Shrubs* were posted on the website.

- Trees – The City arborist accepted a new job, and will be leaving his position soon. Bob is working with him to ensure that the revised, and more comprehensive tree list, is posted on the website prior to his departure. This expanded list provides us with more options for tree plantings within the neighborhood.

Bob mentioned that we are currently down three trees in the neighborhood, and will need to plant new ones. We also discussed several watch list trees including the cypress trees next to #124 (Murray). Marie suggested that we take advantage of a spring planting deal offered by Stadler Nursery and Garden Centers where the price to plant a tree is waived with the tree purchase. The exact dates of the deal have not yet been posted, but it is generally offered during late March to early April. Bob suggested moving forward with the cypress removal in order to capitalize on the planting deal. Bob agreed to solicit a few cost estimates for the removal of the row of cypress trees next to #124.

- Architecture – No new business.
- Maintenance – No new business.

6. Pest Control – Bait stations were refilled in January. The Tollgate Way Pest Control team also performed fumigation twice at #114 (Sauner), once in December and again in January. Marie suggested using dry concrete to fill the persistent holes around the parking pad at #112 (Johnson), which Ed agreed to do.

7. Revisit 2014 Calendar – See Appendix I

8. The next meeting will be on March 8, 2014 at #116 (Romer Residence). The Board meeting concluded at 10:35 a.m.

APPENDIX I



TOLLGATE ASSOCIATION

Falls Church, Virginia 22046

2014 Calendar

Board Meetings:

January 25th
March 8th
April 5th
May 3rd
September 6th
October 4th (Check conflict with Yom Kippur)
November 1st
December 6th

Annual Meeting:

November 16th

Socials:

Spring – May 18th
Fall – September 21st
Holiday – December 14th