

**Tollgate Association
Special/April Board Meeting**

Date and Time: March 31, 2012 at 9 am

Location: 131 Tollgate Way (Hogle residence)

Attending: Jim Hogle, Bob Donaldson, Margaret Melhem, Marie Murray, Ed Hahn, Garry Sauner, Keith Powell, Steven Lyons (Observer)

1. The March 2012 meeting minutes were approved by the board without change. They are available on-line at: <http://tollgateway.org/board/minutes-3-3-12.pdf>
2. **Street Signage:** The Board reviewed the sequence of events that led to the removal of the Dead End signage from the entrance to Tollgate. While the board had authorized an investigation on how to improve the appearance and effectiveness of the signage, a series of miscommunications between the City of Falls Church and the Board resulted in the surprise removal of the signs. The Board is fully in agreement that effective signage is necessary and is assessing how best to work with the City of Falls Church to secure appropriate signage and how/where best to place it. It was agreed that the first priority should be signage easily visible to drivers heading East (toward Seven Corners) along Broad street as most of the 'turn around' traffic is from that source. Left turn (Westbound) traffic is also a concern, but a lessor one.

Working with the City of Falls Church has been complicated as the City has developed a less-than-favorable impression of the Tollgate Association as an organization with frequent demands and with multiple parties contacting the City representing themselves as speaking on behalf of the Association. The Board strongly encourages all Association members to allow the Board to be the point of contact with the city so that we can best coordinate our community efforts.

3. Treasurer's Report: Bob Donaldson –
2012 Budget - http://tollgateway.org/budget/2012_budget.pdf
Net Worth as of 3/29/2012 - http://tollgateway.org/budget/2012_net_worth.pdf
Expenses 2012 as of 3/29/2012 - http://tollgateway.org/budget/2012_expenses.pdf
4. **Committee Reports:**
 - Social – Wynne Hogle – The Spring Social will be held on Sunday, May 6, from 2-5 PM. It will held on the parking pad between #106 and #108. Everyone is encouraged to attend and bring an appetizer or a desert to share. Information will be added to the upcoming Tollgate Fare and a flyer will be distributed later in April. Wynne and Janet welcome help organizing the event.

- Landscape – Marie Murray - The landscape committee held its first meeting of the year to consider Spring and Summer projects. They addressed all current concerns submitted by members, including the side yard erosion along #107 that has exposed cables, etc. Remedial action is being evaluated. The committee is still open to requests.
- Tree – Bob Donaldson - The Landscape committee has decided to plant a Yoshino Cherry Tree at #107 to replace the tree that died last year. Please remember to water your trees starting now. It has been a very dry Winter and Spring! A new and interactive Tree Inventory site is now in place on the Association Website. Kudos to Bob Donaldson for this detailed initiative: <http://tollgateway.org/landscape/tollgatetrees.pdf>.
- Architecture – Garry Sauner - One approved request from #114 (Saunders residence) to replace entire siding with Hardi-plank, paint exterior using existing colors, and repoint the front steps.
- Maintenance - Garry Sauner – The board still needs to decide on maintenance on the outside fence iron and brick work. See Old Business. The City of Falls Church identified leak in the water line at #102 (Melhem). The leak was repaired this past week.

5. **Old Business:**

- Rodents: Bait stations are out. Waiting for one month to check the stations for activity.
- Asset Inventory: This is nearing completion, with some final details still to be included. It will be posted at the Tollgate website when complete. When the inventory and the analysis of its impact on the Association budget is finished, it is likely to result in a Board recommendation for a dues increase for next year. No action will be taken before the Annual Meeting in the Autumn and there will be ample opportunity to discuss the issue with the entire community prior to that time.
- Repair on the brick fence facing Broad Street: Three elements under consideration; 1) Welding the ironwork and replacing Finials; 2) Repainting the ironwork and railing; 3) Repointing the brickwork. The Maintenance Committee will recirculate the cost estimates and the Board will take a virtual vote by e-mail so that there need be no further delay in any approved work.

6. **New Business:**

- Audit: No audit of the Association finances has been carried out for several years and the Treasurer suggested one would be in order. Ed Hahn and Margaret Melhem have agreed to work with Bob Donaldson to conduct the needed audit.

- Check Signing. Ed Hahn and Margaret Melhem became signatories to the Tollgate bank accounts along with Bob Donaldson, the Treasurer. While the by-laws require dual signatures on checks, the bank no longer supports this practice. Therefore the board agreed to a suggestion that another board member simply initial each check. They further agreed that in certain situations where time was important, the Treasurer could sign a check and notify the board later.
- Trash receptacles: All residents are reminded of the requirement in the Tollgate Association Covenants that “No material or refuse shall be placed or stored where it could be viewed by neighboring property owners.”
(Article X, Para 9 <http://tollgateway.org/admin/covenant.pdf>)
Residents are encouraged to wait until after sunset of the night before trash pick-up to place their containers on the sidewalk. After trash pick-up the containers should be removed from the curb by the evening of Trash Day.

7. Action Items:

- Asset Inventory – Marie Murray will provide final input and Bob Donaldson will post on-line.
 - Street Signage – Jim Hogle will contact City of Falls Church to restore appropriate signage.
 - Tollgate Fare – Jim Hogle will be sending out a hard copy Tollgate Fare to all households bringing them up to date on a variety of issues.
8. The April 7th meeting will not be held as it was superseded by this special meeting. The next meeting will be on May 5, 2012 at 9:00 am at the Melhem home (#102). The Special/April board meeting concluded at 10:20 am.