

Bob: Attachment 3

F.Y.I.

10/7/26

**TOLLGATE ASSOCIATION  
FALLS CHURCH, VA 22046**

July 15, 2000

**MINUTES**

Unfortunately we did not have a quorum for meeting. Therefore we could not act on any business that required a majority vote. Tony D'Erme and Pat Towell attended. Bob Donaldson and Carl Zitzmann were invited to attend; and they did attend. Following are the minutes for the meeting:

1. Tollgate Association Web Site

Bob Donaldson gave a demonstration of the new Tollgate Association Web Site. Bob showed how the Web Site is constructed. It includes the following: Introduction, Board of Directors, Directory of Owners with phone numbers. We discussed whether the information should include an e-mail address. Pat raised the issue of privacy. We discussed several way of getting around the privacy. One is to ask the residents if they want their phone numbers and e-mail address included on the Web Site. If they say no, we will not include it. Bob also showed several versions of maps and photos. He said we could take pictures of each house and include them on the Site. We can continue to discuss at our next meeting. Bob did some very good work and it can be a valuable addition to the Association.

2. Drainage 118, 116, 114

Tony discussed the drainage issue. He mentioned that he had asked Bob Donaldson to spear head this project with Joe Romer. He has talked with Beth Lawless about the problem to see if Living Colour could to the job. They can not. She gave Bob a name of a company that could do the job. Joe had e-mailed Tony to say that since his property is involved in the project, he wanted to be present to discuss the issue. Bob and Joe and Gary Sauner together will contact contractors to get estimates. Pat mentioned that, depending on the size of the project, we should get more than one estimate. No work should begin without the prior review of the Board. Tony will follow up with Bob.

3. Treasurer's Report

Tony distributed the Certificate of Deposit Report which shows a balance of \$10,840 as of July 15. This is made up two CD's. One opened in March 1997 for \$5,613 and another opened in February 1998 for \$4,000.

Also distributed was the Income and Expense Report which shows a negative balance of \$2,519. This is due to two items: we have spent more than is budgeted for trees; and a timing issue for incoming dues. At the end of the year this negative balance will disappear.

4. Election of 5<sup>th</sup> Director

Because we did not have a quorum, we could not address this issue. However, Tony and Pat did discuss the method that should be used to fill this vacancy. Pat suggested that we should get as many people involved as possible. Tony agreed. He mentioned Carl Zitzmann as the Editor of the Newsletter; Terry Parsons as the new chair of Architecture. Terry now has to get several people to serve with him. Also Tom Nasiatka has agreed to replace Jack Johnson in caring for lampposts and lamps. Pat and Tony agreed that we need to continue this practice of involving more people.

5. Directors Liability Insurance

This was an item suggested by Rich Kenney. He was not present and it was not discussed.

6. Landscape Report from Walk Thru with Lawless

Tony reported on a walk thru with Edna Frady and Beth Lawless regarding the overhanging trees on the Broad Street side of the property. The overhanging trees were cut by Living Colour on Friday, July 14, 2000. Tony reported to the Board on a walk thru involving the front of 107/109. There is a brick water trough that runs in front of these two properties. The trough in front of 109 needs to have the bricks reset in concrete. A number of azaleas that were initially planted are dead. Most of the azaleas that were initially planted have died. Tony asked Beth to recommend a shrub that would grow in that spot.

7. New Business

There being no new business, the meeting was adjourned at 9:05 a.m. Tony and Pat agreed that the Board should meet as soon as possible to elect a 5<sup>th</sup> Board member.

Note: The Treasurer's report is available. Contact Tony.