

**Richland Forest Home Owners Association
c/o GHA Community Management
3020 Hamaker Court
Suite 300
Fairfax, VA 22031
www.ghacm.com**

RFHOA Board of Directors Meeting, Cascades Library, January 14, 2009 came to order at 6:45 P.M.

Attendees:

Board members: Sheila Singleton
Steve Satre
Pam Valatka
Natalie Rose
Charlie Peng
Colleen Long

GHA: Jennifer Rosa

I. Open Forum

No homeowners present at this meeting.

II. Review & Approve Minutes

- No minutes presented from last meeting (November 2008)
- Natalie Rose stepping down from Secretary position; position currently vacant.
- Secretary's archive transferred to Steve Satre until new Secretary is found and Steve Satre to record minutes for this (January) meeting.

III. Treasurer's Report - Charlie Peng

- No report for this meeting.
- Discussion of delinquent accounts; set guidelines for Charlie to use in determining when to send notification to homeowner.

IV. Committee Reports

(a) Communications - Natalie Rose

Newsletter targeted for end of March, to be prepared by Steve Satre.

(b) Landscape - Pam Valatka

- Pine Ridge recently did a clean up and trimming of perennials.
- Pine Ridge to merge with Valley Crest Landscaping; no impact on RFHOA.

- Fence at Duck Springs and Bullrush is damaged. Jennifer to check to see if the owner ever submitted form to the Architectural Review Committee for this fence. Also, Pam or Jennifer to determine if fence is on RFHOA property or on VDOT Right-of-Way.

(c) Bond Closeout - Shonnie Dennis

No report (Shonnie not present)

(d) Traffic & Parking - Colleen Long

No report other than to note that car break-ins are on the rise in Sterling.

(e) Architectural Control - Steve Satre

A survey of homeowner compliance with guidelines pertaining to storage of trash cans was conducted. Follow-up surveys will be done to identify repeat offenders. Action, if any, to be taken in these cases is still to be determined

A walkaround inspection of the entire RFHOA is to be conducted in April by Steve Satre and Jennifer Rosa (and any other volunteers who may come forward).

V. Old Business

2007 Insurance Claim Status – A \$49,000 check was received, making good on the amount embezzled from RFHOA. Finally, our long national nightmare is over.

VI. New Business

A motion was made, seconded, and approved to have RFHOA board meetings on a bi-monthly basis. Our next meeting will be in March. Additional meetings may be called as necessary to deal with matters requiring timely attention by the Board.

Meeting was adjourned at 8:30 pm.