

**Richland Forest
Homeowners Association
4105 Rust Road
Fairfax, VA 22038
www.richlandforest.com**

RFHOA Board of Directors Meeting, Cascades Regional Library,
March 14, 2007 came to order at 7:08 P.M.

Attendees: Natalie Rose, Sheila Singleton, Shonnie Dennis, Jack Jernigan
and Rose Bailey from Koger Mgmt.

I. Review & Approve Minutes Jack Jernigan
January minutes were approved by board members present.

II. Treasurer Report Sue Kysela

Refer to the Treasurer's e-mail report dated 03/13/2007:

Item #1: Recommendation that we have Koger send delinquent letters to the homeowners that owe \$4,056 in HOA dues. All board members in attendance agreed to have Koger collect from the first six homeowner's listed in the March Management report on page 6. Rose said the letters will be hand delivered within a week or two.

Item #2: \$65,269 in checking account. Rose suggested that we move \$35,000 from the money market fund account to a CD and to send the request in an e-mail to Koger advising that we want the transfer.

The balance sheet "cash balance" and bank statement cash balance are off by \$100 because a check did not clear the account as advised by Rose.

Item #3: Light maintenance in the amount \$9,480 should be transferred to the Multi Purpose account.

Bank statements for 2006 were received by Rose.

III. Committee Reports

A. Communications

Natalie Rose

Natalie will send a reminder notice of when the items are due for the Spring Newsletter.

B. Landscape

Pam Valatka

Refer to Pam's e-mail dated 03/12/2007:

Pam's landscaping proposal for annual flowers and watering, deep root fertilization, aeration/over seed of turf areas, grub control and Fall touch up mulching totaling about \$7,064 was approved by board members in attendance.

Pam needs a copy of the landscaping budget. Rose said that she will e-mail our budget to all board members.

Pam is no longer willing to be involved in dealing with Jan Montgomery on the RFHOA builder close-out and Judy Brown at Meadows Farms regarding the last batch of trees to be planted. Rose will deal with this matter. Shonnie will send Rose all the information she has on Jan.

C. Developer Closeout

Shonnie Dennis

Nothing new to report.

D. Traffic & Parking

Jeff Long

Sheila passed out copies of Loudoun County plans to resolve some of the traffic problems on route 7 between Dranesville Rd. and Potomac View Rd. One of the plans for widening of the road includes the turn lane from Rt. 7 onto August.

E. Architectural Control

Sheila Singleton

a. Action: Garage Doors & Deck Specs

Rose, Koger Mgmt., is working on getting garage door and decks updated. She said that these are legal issues and that our lawyer will need to write up the changes.

Sue Kysela's architectural application will need to include the diameter of the play set and a drawing of where it will be placed on the property.

Rose said that a property inspector will be inspecting homeowner's lots for compliance in the month of April. I told her I would be glad to go with the inspector and to let me know when this will occur.

IV. Other Business

Jack Jernigan

A. Management Report

V. Roundtable Discussion

Koger Mgmt. lawsuit: Rose told us that an employee of the company embezzled funds and that the company had to tell us about it.

VI. Next meeting: Thursday, April 12, 2007, at 7:00PM, at the Cascades Regional Library in the Conference Room

VII. Meeting adjourned: @ 8:17 PM