

**Richland Forest
Homeowners Association
c/o Koger Management
4105 Rust Road
Fairfax, VA 22038
www.richlandforest.com**

RFHOA Board of Directors Meeting, Cascades Regional Library, April 12, 2007
came to order at 7:10 P.M.

Attendees: Natalie Rose, Sheila Singleton, Jeff Long, Jack Jernigan and Pam Valatka, Sue Kyselá, JoAnne Satre, and Marianne Lunceford

Two homeowners attended the meeting with questions on renters in homes. They were advised that renters are not the HOA's responsibility.

I. Review & Approve Minutes Jack Jernigan

March minutes were approved by board members present.

II. Treasurer Report Sue Kyselá

The auditor's are auditing 2004 through 2006 and will also prepare the federal and state tax returns.

Sue will send an e-mail to Rose requesting the transfer of \$35,000 from the money market fund account to a CD and to transfer \$9,480 from Light Maintenance to the Multi Purpose account.

Sue will follow up with Rose on the delinquent HOA fees notices that were to be sent/hand delivered to homeowners.

III. Committee Reports

A. Communications Natalie Rose

Natalie is working on the Spring newsletter.

B. Landscape Pam Valatka

Pam submitted a request from Arrow Contractors to repair various fencing/posts in the common areas at a cost of \$1,500. All board members present approved the request. A proposal for repairing/replacing the fencing along Augusta Drive is forth coming. Pam will send the proposal via e-mail for board approval.

C. Developer Closeout

Shonnie Dennis

Pam contacted Jan Montgomery who said that she is working on getting Judy Brown, Meadows Farms, on our tree plantings.

D. Traffic & Parking

Jeff Long

Jeff advised of illegal parking on Ducksprings & Bullrush.

E. Architectural Control

Sheila Singleton

Board members present approved the "lot line fence" for the homeowners of Lot 26. Sheila will approve the application for Rose (Koger Mgmt.) to send the formal approval letter to the homeowner's. (For the record, the homeowner's have already installed the fence on the property.)

The homeowner of Lot 144 submitted a letter for "approval to install a basketball pole system that is anchored in the ground". All board members present disapproved the basketball pole because it would not be in accordance with the bylaws. A letter from Koger Mgmt. should be send to the homeowner's.

a. Action: Garage Doors & Deck Specs

Jack talked to our attorney about getting the guidelines updated for garage doors and deck specs.

b. Violation Notices

Home violation notices went out on April 5th to ten homeowner's for violations.

c. Inspection

Sheila will contact Rose on a date to inspect homeowner's lots for compliancy. Sheila will also advise Rose to inform her of all homeowner's that request packets when selling their homes. Homes should be compliant before packets are released or sold.

IV. Other Business

Jeff Long

A. Neighborhood Clean up Fall time frame.

B. Neighborhood Picnic Fall time frame.

V. Roundtable Discussion

Sue - suggested that we met with NRP (National Realty Partners), the management company that is in the process of purchasing Koger Management, to discuss our expectations.

Natalie - status of the issue at 21362 Wideoak property that had pavers disapproved but the homeowner installed them anyway. Jeff suggested that we

respond via e-mail on what action we should take in regards to the pavers and the driveway cut-out by April 23.

VI. Next meeting: Wednesday, May 8, 2007, at 7:00PM, at the Cascades Regional Library in Room A.

VII. Meeting adjourned: @ 8:43 PM