

**Birchfield Woods Cluster Association**  
**Board Meeting Minutes**  
**April 16, 2003**

The following individuals attended the meeting:

James Juran, President  
Victor Tchirout, Vice President  
Mary Tchirout, Secretary  
Julie Schoenman, Treasurer  
Woody Overend, Board Member  
Marcelo Borda, Owner  
Don Jones, Church of Latter Day Saints

The meeting was called to order at 7:30pm

The draft minutes from the previous meeting were accepted.

#### Church of Latter Day Saints

- Don Jones of the Church of Latter Day Saints discussed the church's plan to put a masonry sign on the corner of Lake Newport Road and Fairfax County Parkway.
- Board members reviewed the plan and had no problems with the sign design
- 3 board members signed the DRB proposal for the sign

#### Rule Enforcement Issues

- Marcelo Borda attended the meeting to discuss a complaint about him parking a covered race car in one of his parking spaces.
- The board discussed the parking rule which states that all vehicles must have current license plates, county stickers and inspection decals and must be in working order. Marcelo stated that the vehicle was there on a temporary basis
- The Board decided that the car was not in violation of the parking rules as it is a race car and not meant for street use.
- A letter will be sent to the complaint stating the Board's interpretation of the parking rules.

#### Request for approval of fence design

- Board members reviewed and approved a request for a fence as long as the fence was placed within the owners property lines

#### Review of March 2003 Financial Report

- The March financial statement was accepted by the Board members

#### Report and Recommendations from ad-hoc Finance Committee

- The ad-hoc finance committee of James Juran, Julie Schoenman, and Woody Overend had met prior to the meeting and created a list of recommendations for changes to the BWCA Balance Sheet ending March 31, 2003.

- The recommended changes include:
  - Closing the transitional account
  - Combining 3 savings accounts into 1 at United Bank. These funds will be invested in CD's on a staggered basis
  - Koger will begin receiving bank statements so that interest can be posted on the balance sheet.

Board members accepted the recommended changes

#### Report on Tree Plantings

- Woody reported that tree planting was a success. Several BWCA owners came out to help with the planting.
- 84 tree seedlings and 10 bags of potting mix were purchased for \$132.95

#### Review of Blade Runners contract and letter requesting clarification of items

- James reported that he had received a letter from Blade Runners requesting clarification on which Bradford pear trees needed to be replaced. Members also discussed pine tree stumps which should be removed
- Board members agreed to table this issue and pass the letter onto Keary Buhler to contact Blade Runners for further discussion.

#### Other New Business

- Real Estate Board license had been applied for and will be received shortly
- The post office box will be renewed for another 6months at the cost of \$50.00. Members discussed contacting the post office to see about using the extra mail slots in the community mail boxes instead of renting a post office box.
- Letters from Reston Association
  - The Board moved to go into Executive session in order to discuss letters of Reston association violations
  - Letters had been received from Reston Association stating that 4 properties were in violation for painting and trash infringements. There will be an April 23 hearing about these violations.
  - Letters about violations will be passed onto Julie Delong, walkabout committee chairman
- Street Light
  - Victor will contact electrician about getting street light fixed.
- Audit
  - Tax returns have been sent to the accountant for use in the audit
- Reserve Studies Workshop
  - James will attend Reserve Studies Workshop on May 14<sup>th</sup>. The workshop will be discussed at next meeting.

- Victor will look into possibility of increasing insurance.

#### Next Meeting Dates

- The next few meeting dates and locations were chosen. The schedule is:
  - Wednesday, May 21<sup>st</sup>- Location to be announced
  - Wednesday, June 25<sup>th</sup>- Held at Julie Schoenman's house #1621
  - Wednesday, July 16<sup>th</sup>- Held at Mary & Victor Tchiprout's house #1550

The meeting was adjourned at 9:05pm