

**Great Falls Woods Homeowners Association**  
**Annual Meeting**  
**Thursday, December 5, 2019**  
**Forestville Elementary School**  
**Room 410**  
**Great Falls, VA 22066**

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*Minutes- Draft*

**Board Members Present**

David Pope, President  
Walter Kim, Director

**Board Members Absent**

Harry Lalor, Secretary

**Other Attendees**

Homeowners (Syed Ali, Anthony & Kirstie Balducci, Leonard Cutajar, Walter Kim, Dinesh Mehta, and David & Mary Pope)  
Nancy Carter, Alliance Community Management, Managing Agent  
Claudia Callahan, Alliance Community Management, Assistant Manager

**Call to Order**

Dave Pope called the meeting called to order at 7:03 PM.

**Proof of Notice**

Notice of the meeting was mailed to homeowners in accordance with the Bylaws..

**Establishment of a Quorum**

A quorum was represented at the meeting in person (6 members) and by proxy (4 proxies).

**Open Forum**

Owners raised questions about the cracks in the streets and were told to report them to VDOT. Members discussed a social activity, perhaps in the spring of 2020. Trees at the entrance were discussed as well as those that line the street. Evergreen trees at the monument also need to be replaced. Trees on left side of entrance are full of vines.

**Amendments to Agenda**

None

**President's Report**

Mr. Pope presented the following report:

- a. Landscaping company was asked to clean the street gutters three times a year.
- b. Trees at the entrance require more maintenance
- c. Standard mailboxes may need maintenance. They will be inspected in the spring.
- d. Information about the mailboxes and posts will be on the website.

**Approval of 2018 Annual Meeting Minutes**

**MOTION: Mary Pope moved, Dinesh Mehta seconded, to approve the 2018 Annual Meeting minutes. Motion was approved unanimously.**

**Treasurer's Report**

Dave Pope presented a summary of the financial reports as of October 31, 2019.

**Presentation and Approval of 2020 Budget** – Tabled until all Board members are available to review the draft budget. Comments due by December 13<sup>th</sup>.

**Call for Nominations**

Dinesh Mehta nominated Walter Kim. There were no other nominations.

**Election of Directors**

Dinesh Mehta moved, Mary Pope seconded, that Walter Kim be unanimously elected to the Board of Directors, for a term of three years. Motion passed unanimously.

**Adjournment of Annual Meeting**

There being no further business, the meeting was adjourned via motion by Dave Pope and second by Walter Kim at 8:06 p.m.

Respectfully submitted,

*Nancy Stephens Carter*

Alliance Community Management