

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

Tuesday, October 15, 2024

6:30 p.m.

AGENDA

- I. CALL TO ORDER & ROLL CALL (Proof of Quorum)** PRESIDENT, Mehdi A. Kohanbani
- call to order at 6:31 pm
- II. COMMUNITY DISCUSSION PERIOD** (3 Minutes per Speaker)
- None
- III. APPROVAL OF AGENDA** PRESIDENT, Mehdi A. Kohanbani
-Motion to approve by Mehdi Kohanbani, seconded by Abby Glauberman, and Approved Unanimously.
- IV. APPROVAL OF MINUTES – August 20, 2024 BOD Mtg** PRESIDENT, Mehdi A. Kohanbani
-Motion to approve by Mehdi Kohanbani, seconded by Curtis White, and Approved Unanimously.
- V COMMITTEE REPORTS**
- A. Architectural Review Committee (ARC)- Nothing pending.
 - B. Communications Committee- Everything up to date.
 - C. Shared Facilities Committee- Up to date.
- VI. MANAGER’S REPORT** Frank Martin, Community Manager
- A. Financial Management –
 - I. Total Operating Cash was \$346,345 against liabilities of \$123,310.
 - II. Of the liability amount, \$50,477 represents Prepaid Owner Assessments
 - III. Association Investments total \$1,795,453. Reserves are booked at \$2,073,080.
 - IV. As of August 31, 2024, the Association has an un-audited deficit of \$41,174 as compared to a budgeted deficit of \$44,335.
 - B. 2025 Budget – Management has begun drafting the 2025 draft budget. Met with DSHOA Board president Mehdi Kohanbani on 10/11/24 to review for 2025
 - C. Contract Services – Management has meet with several contractors over the last month including grounds maintenance, irrigation, tree maintenance, electric and handyman services.
 - I. Ground Maintenance-site walk with contractor for fall flowers and upcoming leaf removal.
 - II. Tree work trimmed back 4 large Oaks in common area along 45577 Hutchens Square
 - III. Site walk 9/16 with Board President Mehdi Kohanbani and treasurer Donna Gottenkieny walked the pond area and the Asphalt path behind Baggett Ter. to review lighting and deck overlooking the pond and opening up a walking trail around the pond.
 - IV. Call for Candidates were mailed and eblast to the community on 9/24/24

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VII. OLD BUSINESS

- A. Long Fence replaced the damaged pool fence on 10/11/24

VIII. NEW BUSINESS

- A. Review the 2025 Budget for DSHOA and Condos
- B. New Gutters to be installed around the clubhouse by Full Service at the end of this month
- C. VDOT will be constructing a new handicap Bus stop ramp on Magnolia Rd. and Grand Central Sq.

IX. ADJOURN INTO EXECUTIVE SESSION

Motion to adjourn the meeting into Executive Session made at 6:55 pm by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

X. EXECUTIVE SESSION

- A. Review of Delinquency Report
- B. Legal Collections Review
- C. 21981 Manning Sq.
- D. 21979 Box Car Square

XI. ADJOURN EXECUTIVE SESSION

- Motion to adjourn Executive Session made at 7:54 pm by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

XII. RECONVENE OPEN SESSION

- Motion to install 3 flood lights (2 by Pool, 1 by Pool Gate) at a cost of \$8,500 by Mehdi Kohanbani, seconded by Christina Jatras, Approved Unanimously.

XII. ADJOURN

- Motion to adjourn was made at 7:56 p.m. by Christina Jatras, seconded by Mehdi Kohanbani,, Approved Unanimously.

Distribution: Mehdi Kohanbani; Abby Glauberman, Donna Gottenkieny, Curtis White, Christina Jatras,
Prepared by: Frank Martin, SFMC