

**MWMHOA Annual Meeting**  
**March 28 2016, 7:00pm**  
**Sherwood Hall Meeting Room**

Meeting Chair: Angela Layman, President  
JoAnn Williamson, Vice President  
Lori Saxty, Treasurer- **Absent**  
Board Secretary - **Vacant**

**Attendees:**

Christine Daing	7902 Mt Woodley Pl.
Nabil Assaabahi	7831 Mt Woodley Pl.
Mary Weekley	2731 Manorhaven Ct.
JoAnn Toledo	7827 Mt Woodley Pl.
Rob Carpenter	2732 Manorhaven Ct.
Hassaan Malik	7289 Mt Woodley Pl.
Hobart Cable	7820 Mt Woodley Pl.
C.Y. Wesley	7822 Mt Woodley Pl.
William Ware	2705 Woodwalk Ct.
Ahmed Elbashari	2704 Woodwalk Ct.
Beulah Johnson	2724 and 2728 Manorhaven Ct.
Cera (Wald) Brewer	2703 Woodwalk Ct.
Renat Chintalov	2711 Woodwalk Ct.
Netaliye R. (Volodymyr)	2713 Woodwalk Ct.

**Minutes:**

-The President opened with a description of the current duties of the Board members and the areas in which Jeffrey Charles Property Management provides support to the Board. It was emphasized that many of the cumbersome duties such as the mailing and collecting HOA semi-annual dues, preparation of re-sale packages and annual ARC inspections, etc is now handled by Jeffrey Charles, who also keeps all historical data.

-The floor was then opened for volunteers to serve on the Board. The following individuals volunteered and were unanimously elected:

President                                      Haassan Malik

Vice President	William Ware
Treasurer	Ahmed Elbashari
Secretary	<b>Vacant</b>
ARC Chair	Rob Carpenter

-The end of year financial report by Jeffery Charles was reviewed and will be available at our website: [mtwoodleymanor.com](http://mtwoodleymanor.com) under the Association Information tab, HOA Documents.

-The HOA funds are held in two financial institutions: the reserve funds are held at Burke and Herbert and currently has about \$43,216. The operating funds are held at John Marshall Bank and are managed by Jeffery Charles with oversight from the Board.

-Two of 70 homeowners have still not paid the October dues of \$345.00. One property is in foreclosure and an auction is scheduled for 6 April 2016.

-As required by our bylaws and VA code, an annual audit was conducted by Singleton and Bardowski. The final report has been posted to our website under HOA Documents. No financial problems were noted.

-A discussion of costs associated with our major contracts (landscaping, snow removal and property management) and the difference between fixed expenses and estimated expenses was accomplished.

-A further discussion regarding funding to support repaving the parking lots and various strategies to accomplish was made, as well as suggestions to update the HOA Declaration of Covenants.

-Comments were made by the new Board members that above topics would be looked at in the coming months.

The meeting adjourned at 8:30pm