

DUNN LORING VILLAGE HOMEOWNERS ASSOCIATION

P.O. Box 2269 | Merrifield, VA | 22116

Volume 31 | No. 2

Notice of Annual Meeting

Notice is hereby given that the annual meeting of members of the Dunn Loring Village Homeowners Association will be held as follows:

Date: Tuesday, November 15, 2011
Time: 7:30 p.m.
Place: Fairhill Elementary School
3001 Chichester Lane
Fairfax, VA 22031
Room B26

Directions: When exiting the community turn right on Hilltop Road, left on Cedar Lane, cross over Lee Hwy. Before reaching Route 50 turn right on Cherry, then right at the end onto Chichester to the school on the right.

The topics on the agenda include: Election of board members for the coming year and 2012 association budget and assessment. The Board would also like to discuss suggestions on ways to attract new Board members. A quorum of at least 23 property owners, in person or by proxy, is required in order to elect the board. Please make every effort to attend this annual gathering of members or to send a proxy. Owners who are unable to attend the meeting should complete the proxy form enclosed with this newsletter and return it to the HOA in one of the ways listed on the form.

**Managed by POA Management
Associates, LLC**

P. O. Box 2269

Merrifield, VA 22116

Phone (703) 938-8761

Fax (703) 272-7730

E-Mail - poa-management@cox.net

Web - www.dlvhoa.org

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2012 Board Election Proxy Form



Interested in Serving as a Board Member?

The Board, consisting of no more than nine (9) community members, meets regularly to consider the ordinary matters which involve running the association, such as contract approval, budgetary planning, community maintenance needs, owners' concerns, etc...

You do not need to be experienced in those particular areas to be an asset to the board. Potential board members should have e-mail access and must be willing and able to review and respond to board business in a timely fashion. All persons interested in running for the Board should contact poa-management@cox.net as well as attending the annual meeting of members.

The following persons have been nominated to serve during the 2011-2012 term:

- Robert Campbell**
- Marion Graviss**
- Courtney Macfarlane**
- Beni Venkatesan**
- Richard Lanthier**
- John O'Donnell**



Lights On for Trick or Treaters!

Residents who are welcoming trick or treaters on Monday, October 31st should leave their porch lights on.



Thank you Departing Board Members!

Dunn Loring Village has 3 Board Members that are handing over their reigns after an impressive 22 years of combined service!

April Stull - 9 years

- Secretary: 2002 - 2003
- Vice President: 2007 - 2008
- Director: 2003 - 2007 & 2008 - 2011

Dick Sapio - 9 years

- Secretary: 2008 - 2009
- Director: 2002 - 2008 & 2009 - 2011

Both April and Dick have faithfully served in different positions on the Board as needed. They have provided a great understanding of the community, a unique perspective, and a sense of humor. *Three cheers for these awesome volunteers!*

Holly Rowe - 4 years

- President: 2010 - 2011
- Treasurer: 2009 - 2010
- Director: 2007 - 2009

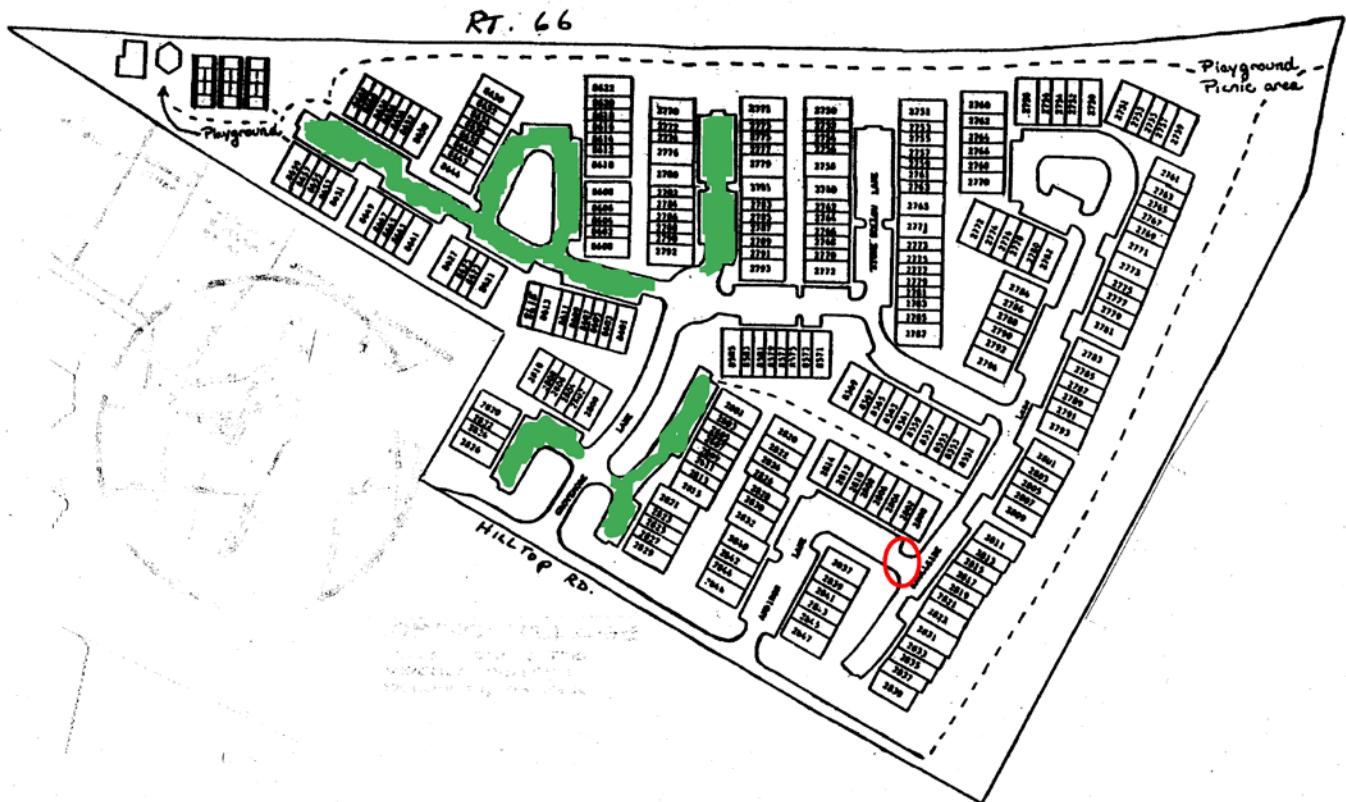
Holly joined the Board because she wanted to have firsthand experience in her community's operations. She went door to door to ensure that 75% of the community agreed that their reserved parking spaces should remain intact. Not only was Holly a dedicated Board Member, but ran the meetings with precision and a finesse management can only hope to replace!

Scheduled Parking Lot Work

Within the next 6 weeks planned maintenance will be scheduled for the parking lots:

- Asphalt repair - Sections 4 and 5
- Crack sealing - Sections 4 and 5
- PAVESHIELD Sealcoat - Sections 4 and 5
- Replace speed bump on Andiron
- Repaint all markings - Sections 4 and 5

Management is pushing the contractor to schedule a date as soon as possible before the weather makes it impossible to complete the work. We also want to give residents as much notice as possible. We will send out information: via e-mail and mailer as well as posting the information on the HOA web-site at www.dlvhoa.org. If you aren't receiving community e-mails now, then send us a message at poa-management@cox.net to request placement on the listserv. We understand it is inconvenient for members to vacate the parking areas at any time, but the maintenance has to be done and there is no other way to accomplish it. Please keep your eyes open for this information and pay attention to the scheduling if you plan to have contractors, deliveries or move in/move out activities in the coming weeks. It should inconvenience you for no longer than 1-2 days. The highlighted map included shows the areas to be affected by this work.



**Dunn Loring Village Homeowners Association
2012 Operating Budget**

Income

Assessments (\$1,110/year x 229 homes)	\$ 254,190
Late Charges & Interest	863
Other Income	1,750
Total Income	<u>\$ 256,803</u>

Expenses

Audit/Tax Preparation	\$ 2,675
Allowance for Uncollectable Assessments	5,000
Common Area – Special Projects	16,917
Common Property Maintenance	30,355
Community Expense	250
Electricity	4,371
Insurance	2,869
Landscaping Contract	39,050
Legal Fees	3,278
Management Fees	23,796
Miscellaneous Fees & Taxes	1,639
Newsletters	1,238
Office Related Expenses	2,500
Reserve Savings	75,200
Snow Plowing & Sanding	10,000
Trash Removal	34,561
Total Expenses	<u>\$ 253,699</u>

Net Income - \$ 3,105 (*)

(*) The “Net Income” will remain unbudgeted and is intended to replenish the operating account due to excess costs incurred during 2010 for snow removal and storm damage to trees.

The assessment for 2012 has been set at \$1,110.00.



PROXY

The undersigned member of the Dunn Loring Village Homeowners Association, Inc. does hereby appoint the following as my Proxy to act on my behalf at the Annual Meeting of Members to be held on **November 15, 2011** at 7:30 p.m. at Fairhill Elementary School - Room B26, 3001 Chichester Lane, Fairfax, VA 22031.

My Proxy named below shall have full authority to vote upon any and all matters that may be presented at the Meeting, as fully and with the same effect as if the undersigned had been present at the Meeting.

I hereby appoint as Proxy (pick one)

Board of Directors _____ **Or** The following Dunn Loring Village homeowner:

(Name)

(Address)

The undersigned has executed this directed Proxy on _____
(Date)

Address: _____

(Printed Name of Member)

(Signature of Member)

Please use one of the following ways to transmit your Proxy:

- 1) Fax it to (703) 272-7730;
- 2) Scan and e-mail it to poa-management@cox.net;
- 3) Provide it to one of the following current board members:
 - a) Robert Campbell – 2767 Knollside
 - b) Marion Graviss – 2786 Grovemore
 - c) Rich Lanthier - 8533 Dellway
 - d) Courtney Macfarlane - 2780 Grovemore
 - e) John O'Donnell - 2776 Knollside
 - f) Beni Venkatesan – 8563 Dellway
- 4) Provide it to a neighbor you know will be attending the meeting;
- 5) Mail it to the HOA post office box at P. O. Box 2269, Merrifield, VA 22116 making sure it will arrive there not later than November 15.

DUNN LORING VILLAGE
HOMEOWNERS ASSOCIATION
COMMUNITY NEWSLETTER



Dunn Loring Village
Homeowners Association
Post Office Box 2269
Merrifield, VA 22116

First Class Mail