



McLean Hamlet Community Association

P.O. BOX 9672
McLean, VA 22102
<http://mcleanhamlet.org>



MHCA Board Meeting Minutes

September 11, 2017

Board Members Present: Jeff Shivnen, Tata Vold, Jack Nightingale, Alan Holmer, Behram Shroff, Denys, King, Stu Stuhlmuller

Board Members Absent: Robyn Lighthammer, Matt Tallent, Clay Winters

Chairpersons and Other Present: Wade Smith

Administrative Business:

1. The meeting was opened in the home of Stu Stuhlmuller at 7:30 pm.
2. The agenda and July minutes were approved.
3. **Treasurer's Report:** Jack briefed the board on the current Treasurer's report. Income: \$8,540 (from membership dues) and expenses of \$2,134. The largest expense was the \$1,847.50 down payment to Fantasy World Entertainment (FWE) for the picnic. Membership stood at 143 at the end of August vs 150 at the same time in 2016. Treasurer's report was approved
4. **President's Report:** Jeff reported on two events
 - a. House break-ins in the Hamlet (3) and one on Bridal Path across from the Hamlet. These all occurred during the day with the Hamlet break-ins on September 8. The police are investigating.
 - b. McLean Hamlet Park bench: Ms. Patricia Frye continues her effort to install a park bench dedicated to Charlotte Zimmerman, a founding member of the Hamlet Garden Club and creator the Festival of Lights. The Park Authority confirmed that their bench donation program will accept a stone bench. Efforts to raise donations are ongoing.
5. **Picnic:**
 - a. Denys updated the board on the upcoming annual Hamlet picnic. Hamnets would go out to remind residents of the picnic and let them know how to renew memberships on line or in person at the picnic. 94 people had confirmed attendance. Laser tag, pony rides, wall climbing, face painting, snow cones, rock wall climbing, buffet table, gas barbecue, and a DJ would be provided by the MHCA. The cost for the DJ this year will be \$600 vs \$300 last year. This DJ comes highly recommended and has worked events at Spring Hill Elementary School. A request for set up and take down volunteers through the online sign would continue.
 - b. The board discussed accountability of the waiver of liability sheets that parents would sign for children climbing the rock wall. Coordination between the vendor (FWE) and Denys has been good at past picnics. She would receive all of them real time.

- c. Jeff would invite local government representatives.
6. Membership: Stu discussed the ongoing review of membership procedures he has had with several board members over the past month. Recommendations:
 - a. One stop sign-up at picnic
 - b. Follow up email and mail (Oct)
 - c. Follow up email and mail (Oct)
 - d. November: renewal instructions in Hamlet directory during its distribution
 - e. November: Block Captain contact
 - f. MHCA individual calls to residents on the non-renew list
 - g. Festival of Lights – reminder notes
 - h. Jan: email and mail again
 - i. April: Reminder end of the year
7. Architectural Control Committee: Alan reported that the ACC working 2 tear-down proposals. Over the past 2 years, the ACC has worked up to 6 tear-down proposals each year. A resident had posed a question to Alan about dilapidated mailboxes. The board had a general discussion about how to approach residents about their mailboxes. This is not an ACC issue but in the case of a safety issue, board members would ask a resident to consider taking care of it.
8. Transportation Committee: Wade mentioned upcoming VDOT design proposals for Lewinsville intersections at Dolley Madison and Spring Hill. The Lewinsville Coalition and the MCA continue to monitor. There are still trucks cutting through Lewinsville; VDOT and police are aware.
9. Lewinsville Coalition/MCA/Other business. Repaving would begin at the end of next week. Hamnet reminders will be sent. The Birnam Wood sidewalk drain has pending repair (Update: completed late September). Clay sent a note about a video monitoring system. The board would discuss at the October meeting.
10. Nominating Committee: The board discuss the continued membership of MHCA Director Mr. Matt Tallent. His schedule had become increasingly encumbered and he had not been able to regularly attend Board meetings. Mr. Tallent was not present at the meeting. Mr. Tallent's four consecutive unexcused absences were recognized by the Board to constitute his resignation pursuant to Article IV Section 4 of the MHCA bylaws. Mr. Shivnen agreed to personally communicate the effect of resignation to Mr. Tallent. The Board was unaware of any reasonable excuse for Mr. Tallent's absences. *(Note: Subsequently to the meeting, Mr. Shivnen and Mr. Tallent discussed his attendance. They agreed that his schedule would not allow him to continue as a director.)*

Next Meeting is Monday, 2 October at Jeff's house at 7:30PM: 1320 Titania