

**MINUTES OF THE  
WESTERLEY HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
Tuesday, February 17, 2009**

Board Members and officers present:

Mr. Kevin Gilfedder	President
Mr. Stephen Reed	Secretary
Mr. Abinet Belachew	Treasurer
Ms. Cheryl Hammes	Director
Ms. Courtney Heykoop	Community Coordinator
Ms. Anne Welsh	Grounds Committee Chairperson

Board Members and officers absent:

Mr. Dale Pontiff	Vice President
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Staff members & Service Providers present were:

Ms. Deborah Laurion	Community Manager, Legum & Norman, Inc
Mr. James Spurlock	Loudoun County Sheriff's Office
Mr. Christopher Swemba	Recording Secretary, C&C Securities, LLC

**A. Call to Order**

The President called the meeting to order at 7:10 p.m.

**B. Neighborhood Watch Presentation**

Dept. James Spurlock, a Crime Prevention Specialist with the Loudoun County Sheriff's Office was present to discuss the Neighborhood Watch Program in place for the community.

Dept. Spurlock explained that the Neighborhood Watch Program began in late 1960's and became formalized in 1972 under the National Sheriff's Association. The goals and objectives of the Neighborhood Watch Program include:

- Keeping citizens informed about crime in the neighborhood
- Educating citizens about crime and crime prevention
- Aiding neighborhoods in becoming a better network to prevent crime
- Developing a more trusted relationship between law enforcement and the community

Dept. Spurlock explained that the Loudoun County Sheriff's Office is able to provide educational classes for regarding crime and crime prevention upon request.

Dept. Spurlock noted that homeowners can sign up for weather alerts, e-mail questions about crime activity in the area, find out about neighborhood watch meetings, and obtain the monthly neighborhood watch newsletter at [www.loudoun.gov](http://www.loudoun.gov).

Dept. Spurlock explained that crime statistics for reported crime in Loudoun County can be obtained at [www.crimereports.com](http://www.crimereports.com).

Dept. Spurlock noted that there will be no new officers hired in 2009 even though the population continues to grow.

Mr. Gilfedder inquired if statistics on police response time are kept. Dept. Spurlock noted that these statistics are available.

Mr. Belachew inquired why there is a \$100.00 fee for an officer to respond to a home alarm call. Dept. Spurlock explained that there is an Alarm Ordinance that permits one free alarm response call each 3-month period. Every additional alarm response call that takes place within the 3-month period will be subject to a \$100.00 fee.

A homeowner inquired if alarm response calls would be available at [www.crimereports.com](http://www.crimereports.com). Dept. Spurlock explained that an alarm response call would only be available if a report was filed.

Mr. Belachew inquired how to homeowners get involved in the Neighborhood Watch Program. Dept. Spurlock explained that the first step is to get the program going. Once the program is established, it is helpful to continue classes and Neighborhood Watch meetings and establish an information distribution network.

Dept. Spurlock emphasized the importance of watching out for neighbors and the neighborhood, calling the Sheriff's Office (non-emergency number) when witnessing anything unusual, and sharing your experiences with others in the community.

Mr. Gilfedder inquired what the five biggest things one can do to protect their home and property. Dept. Spurlock provided the following tips:

1. Never leave your home unlocked
2. Always close garage doors
3. Be conscious of any unsafe routines
4. Do not leave anything of value in your vehicle
5. Do not leave the garage door opener in your vehicle

Mr. Reed inquired what the recommended next step to continue to improve Westerly's Neighborhood Watch Program. Dept. Spurlock noted that the community should continue to advertise the Neighborhood Watch Program on the community website and to continue holding informational sessions and classes.

Mr. Gilfedder inquired if the Loudoun County Sheriff's Office fingerprints children. Dept. Spurlock explained that the FBI has determined that fingerprinting children under the age of ten is useless as not enough ridge-layer on the finger has developed.

Ms. Welsh inquired if a deadbolt lock should be installed on the door leading from the garage to the inside of the house. Dept. Spurlock noted that a deadbolt lock should be installed on all doors that lead to the exterior of the house.

Ms. Heykoop noted that there is a street light at the intersection of Tamarack Ridge and Bonfire that is flickering on and off. Dept. Spurlock noted that he would report that the light is in need of maintenance.

A homeowner inquired what other budget cuts (in addition to no new officers being hired) were planned for 2009. Dept. Spurlock noted that one can obtain the proposed budget cuts on the Loudoun County website.

Mr. Gilfedder inquired how the community can petition to have more road blocks set up to create a police presence. Dept. Spurlock explained that there will be an increased number of road blocks set up once the weather is better. The locations of the road blocks will be determined by the type of activity that is taking place/being reported in specific locations.

A homeowner reported that there are often cars racing on Augusta. Dept. Spurlock requested that the homeowner send an email with the time and location

Dept. Spurlock noted that he can be reached via email at [james.spurlock@loudoun.gov](mailto:james.spurlock@loudoun.gov) or at 703- 771-5749. The Loudoun County Sheriff's non emergency number is 703.771.1021.

### **C. Management Report:**

The President called for the Management Report by the Community Manager.

Ms. Laurion noted that the Association's insurance policy expires in the spring of 2009. The Board requested that management bid out the Association's insurance policy before renewing to ensure they are receiving the best price.

Ms. Laurion inquired if the Board wished to continue contracting Alpha to clean the pool house. The Board agreed to contract Alpha again if their price has remained unchanged.

Ms. Hammes inquired about the status of the tax refunds owed to the Association (2004 Federal & State, 2005 State). Ms. Laurion noted she would investigate and provide an update.

Ms. Hammes inquired if Ms. Laurion has had any luck determining which contractor painted the bath house floors. Ms. Laurion explained that she has had no luck determining who painted the floor. Mr. Gilfedder mentioned that he would look into an epoxy seal that could be applied to the floor.

Ms. Hammes inquired if legal council had completed their review of the Due Process Resolution. Ms. Laurion noted that she would follow up with legal council to determine their progress.

### **D. Officers Reports:**

The President called for Officer and Committee Reports.

President's Report:

Mr. Gilfedder explained that legal council is recommending that the Association not record liens on homes that don't pay the association dues (foreclosures) and not report the outstanding dues to credit agencies. As liens attach to equity built in homes, and can not be collected if the home forecloses and there is no equity built, the Association generally has little chance to collect any of the past due assessments. It currently costs \$207.00 for the association to record a lien and \$78.58 to report a homeowner to a credit agency

Instead of recording a lien on a property, legal council recommend that the Association file a lawsuit in the collection hearings (unless Chapter 7 bankruptcy is declared) so that funds may be collected from the property owner's accounts, garnished wages, and/or personal property. The Board agreed that they needed to look into (A) how much it would cost to file a lawsuit and (B) if the associated legal fees could be recouped.

Vice President's Report:

Mr. Pontiff was not present to give a report to the Board.

Treasurer's Report:

Mr. Belachew noted that a large group of the community is not fond of the Board and recommended that the Board reach out to the community to understand their needs.

Secretary's Report:

Mr. Reed had no report for the Board.

Landscape Committee Report:

Ms. Welsh had no report for the Board.

Covenants Committee:

Ms. Heykoop had no report for the Board.

**F. Unfinished Business:**

The President called for Old Business on the Agenda that had not already been discussed.

There was no Unfinished Business to be discussed.

**G. New Business:**

The President called for New Business on the Agenda that had not already been discussed.

There was no New Business to be discussed.

**H. Close of Business**

There being no further business to come before the Board in Regular Meeting, it was:

**MOVED and seconded: That the February 17<sup>th</sup>, 2009, Regular Meeting of the Board of Directors be adjourned.**

**UNANAMOUSLY APPROVED**

Meeting was adjourned at 9:11 p.m.

Minutes respectfully submitted by:  
Christopher J. Swemba

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The foregoing minutes of the February 17<sup>th</sup>, 2009 regular meeting of the Board of Directors of the Westerley HOA were approved on the \_\_\_ day of March, 2009.

Attest:

Stephen Reed,  
Secretary