

## **THE MANOR MONITOR**

A Monthly Publication of The Vint Hill Manor Homeowners Association  
March 2012 [www.vinthillmanor.org](http://www.vinthillmanor.org)

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**Annual Membership Meeting – Tuesday, March 13, 2012, at the  
Greenville Elementary School, 7389 Academic Avenue  
Registration begins at 6:30 / Meeting begins at 7:00**

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A packet of materials, in a large envelope, was sent to each member residence. ***If you did not get this mailing, please contact ARMI at 540-347-1901 immediately.*** The packet contained a general information sheet about the meeting, the *Official Notification of the Annual Membership Meeting*, the agenda for the meeting, candidate information, a ballot (with two envelopes), and a proxy (with one envelope).

Please read the information carefully and take appropriate action accordingly.

Attendance is important. A quorum of representatives of 15 households (*in good standing, with fully paid assessments*) is required. The quorum can be achieved by physical presence or by proxy. Any questions about the materials and/or how to proceed can be addressed to **Stan Manvell at 540-341-2886.**

### **BOD Vacancy Policy Review**

\* In accordance with our HOA regulations, the terms of the various BOD members are staggered to allow for some degree of continuity, as opposed to having the terms of all positions be completed at the same time. To review quickly, there are five BOD positions, all of which are equal. The three year term for three of these positions, currently held by **Tom Daily, Frank Fuerst, and Stan Manvell** will expire in March 2012.

\* The HOA Officer positions, on the other hand, each have a one year term limit. Therefore, at the end of each Annual Membership Meeting, the BOD members decide among themselves who the Officers of the HOA will be. Whichever BOD member is elected, by the other BOD members, to be the President of the HOA, automatically serves as the Chair of the BOD. The President of the HOA is **required** to be a BOD member. The other HOA Officers do not have to be BOD members; however, especially in relatively small communities, it is not uncommon for the remaining BOD members to assume the other HOA Officer positions, as well. The only other stipulation is that the HOA President can not also be the HOA Secretary.

### **Candidate Information**

**\* Fuerst, Frank, 3588 Osborne Dr. - 341-1473**

I was first elected to the BOD in 2008. I have been President and Treasurer. I have also Chaired the following Workgroups: Chartering Documents, Common Grounds Contracts and Common Grounds Projects.

From a personal perspective, I have authored a prize-winning book, 'Alzheimer's Care With Dignity', based on my experience caring for my wife who was diagnosed with the disease. I walk two to three miles every day regardless of weather, and I recently went on my first ocean cruise a month ago.

**\* Jones, Margaret, 3578 Sutherland Ct. - 349-3261**

I have decided to enter my name as a candidate for one of the positions on the BOD to be filled at the March 2012 Annual Membership Meeting. I have been attending the monthly meetings of the BOD and acting in the capacity of the Recording Secretary since May 2010.

My background includes over 35 years of employment, starting with 10 years in the Federal Government working for the FBI and for a Judge in the DC Court of General Sessions. When I returned to work, after 16 years of staying home, I took a 6 month temporary job with IBM, worked for two years with the Manassas School System and then for 23 years for the George Mason University Police Department. I retired in May 2008.

My husband, Bill, and I have been living in Vint Hill Manor since 2005.

**\* Manvell, Stanley W. (Stan) 3587 Osborne Dr. - 341-2886**

I wish to announce my interest and intention to run for re-election to the Vint Hill Manor Board of Directors in March 2012. If re-elected, I look forward to continue to work closely with the other BOD members to carefully review, address and vote upon the various issues and challenges that may face or impact our community.

Several years ago I served in positions on the board of the Briarwood Homes Association (Fairfax, VA) including President, Vice President, and several years as chairman of their Architectural Control Committee. My professional experience (retired June 2006) was as special projects Project Manager and Safety Director for a major construction corporation doing business in VA, MD, DC, PA, and WV where I worked for 37 years.

My wife, Jackie, and I moved to Vint Hill from Cascades in Loudoun County in April 2006. I served a year as chairman of your Architectural Review Committee (ARC), and was active on several ad-hoc community work groups prior to my election to the Board of Directors (BOD). I am currently serving the community as a Director and as the Homeowners Association Secretary. I have also been the non-voting BOD representative to the ARC for the last three years (as the Acting ARC Chairman (non-voting) for the last year). I continue to participate in several ad-hoc community workgroups.

**Vint Hill Manor Homeowners' Association  
Annual Membership Meeting Agenda  
March 13, 2012**

- 1. Call to Order**
- 2. Minutes of 2011 Annual Meeting**
- 3. Call for BOD Nominations**
- 4. Election of Three Directors**
- 5. Financial/Treasurer's Report for 2011**
- 6. President's Report for 2011**
- 7. Membership Comment Period**
- 8. Announcement of Election Results (if/as necessary)**
- 9. Adjournment**

**There will be a short BOD meeting immediately following the Annual Membership Meeting. The main purpose of this meeting is to allow the members of the BOD to elect the HOA Officer positions for the ensuing year.**



## Board of Directors' Monthly Meeting

- \* The February 2012 meeting of the Board of Directors (BOD) of the Vint Hill Manor Homeowners Association (HOA) was held on Tuesday, the 7<sup>th</sup>, at 7PM, in the Conference Room at the Vint Hill Conservancy/VHEDA offices at 4263 Aiken Drive. The regular, monthly BOD meetings are open and all members are invited to attend.
- \* At the beginning of each monthly meeting, there is an opportunity for members to make comments and/or present questions for the BOD's consideration, as well as advise concerns, or offer ideas. Minutes of the previous meeting, as well as current financial statements, are made available to all attendees. Significant items addressed at the meeting are covered in the Newsletter.

## Trash and Recyclables Collection Reminders –

- \* Tuesday – Trash /// Friday – Recyclables /// **WHEELS TO THE CURB!!!**
- \* Container Sizes – Small (35gal) / Medium (65gal) / Large (95gal). If the size you have, for either Trash or Recyclables, is not what you want, call County Waste (540-727-0887) and arrange for them to retrieve what you have now and leave you a larger or smaller size container accordingly.
- \* Regarding Recyclables – You may want to periodically refer to the material in the packet that was left with the container as to the listing of acceptable and non-acceptable materials for recycling – and – PLEASE do NOT put items in the Recyclable Materials Container in 'plastic bags'. Just dump your paper, cans, bottles, etc., loosely and freely into the container.
- \* Finally – and this is just a suggestion/observation – it is probably NOT a good idea to place either container (or vehicle, for that matter) anywhere in close proximity to the mailbox in order to preclude any possible interference with the delivery of mail. Use the curb space on the opposite side of the driveway if/as your lot configuration permits.

## Architectural Review Committee (ARC) Activity

- \* **Stan Manvel**, acting Chair of the ARC, and serving as the non-voting representative from the BOD, advised that there was no meeting in January as a result of no requests for modifications being received. **The next ARC meeting was scheduled for February 28, 2012, at 7PM, at 3596 Sutherland Ct.** ARC meetings are regularly scheduled for the last Tuesday of the month.
- \* The ARC is always more than ready and willing to meet with any homeowner to provide guidance and/or assistance with the necessary application(s) ***which are required before exterior modifications are made to our homes.*** In a spirit of cooperation, please help the ARC 'maintain' its goal of Complete Compliance! **Manor Pride!**
- \* **Anyone interested in serving on the ARC, and/or willing to take on the Chair position, is encouraged to contact Stan Manvell, BOD Liaison to the ARC. Stan can be reached at 341-2886, or at – [stanvell@comcast.net](mailto:stanvell@comcast.net) .**

## Programs (Repeat)

- \* **Who** – Motorists 50 and older.
- \* **What** – AARP Driver Safety Program – **IF SPACE IS STILL AVAILABLE**
- \* **Where** – Fauquier Hospital, Sycamore Room (Use main entrance and stop at Information Desk for directions) Room capacity 35.

- \* **When** – Tue, Mar 20 and Thu, Mar 22, 2012 – 9AM to 1PM each day.
- \* **Why** – It’s an opportunity for motorists, 50 and older, to learn how to drive more efficiently and safely. The course takes into consideration the physical changes of the maturing driver and identifies ways he/she may compensate for those changes. A side benefit is the potential for savings in car insurance costs.
- \* **How** –
  - Call 540-316-3588 and get more info and/or register.
  - Go on-line to – [www.fauquierhospital.org](http://www.fauquierhospital.org) /Click on “Classes and Events” / Advance the calendar to March 2012 / Click on the date/box March 20 / Detailed information will be presented, plus an opportunity to register.
- \* **How Much** – The cost is \$12 for AARP members and \$14 for non-members. Bring a CHECK payable to AARP the first day of class. *Do NOT attempt to pay by cash or send checks through Fauquier Health.* If you register on-line, you have the option also to pay on-line and receive a payment confirmation via e-mail.
- Note:** Attendees are welcome to purchase lunch at the hospital’s “Bistro on the Hill” restaurant.

**ARMI**

- \* The Austin Realty Management and Investment Company (ARMI), as part of its service under contract to the Vint Hill Manor HOA, is positioned to serve as a liaison between the community and the BOD and/or the ARC members. **Fred Austin**, owner of ARMI, advises that direct contact with his company results in all BOD and ARC members, as the case may dictate, being advised.
- \* ARMI’s address, where our monthly HOA assessments are sent, is: PO Box 3413, Warrenton, VA 20188. Phone: 540-347-1901, Fax: 540-347-1900  
Website: [www.ARMIVA.com](http://www.ARMIVA.com).

\* **Reminders:**

- Members will be charged a \$5 fee if the HOA assessment payment is received after the 25<sup>th</sup> day of the month.
- **Envelopes for Payment of HOA Assessments** – contact **Tom Daily** at – [tomrdee@comcast.net](mailto:tomrdee@comcast.net) or **540-341-7606**.

**VINT HILL MANOR  
HOMEOWNERS ASSOCIATION  
DIRECTORS/ASSOCIATION OFFICERS**

- President **Tom Daily**..... 540-341-7606  
[tomrdee@comcast.net](mailto:tomrdee@comcast.net)
- Vice-Pres **Ken Williamson**.. 540-347-5845  
[clwldt@comcast.net](mailto:clwldt@comcast.net)
- Secretary **Stan Manvell** ..... 540-341-2886  
[stanvell@comcast.net](mailto:stanvell@comcast.net)
- Treasurer **Frank Fuerst** .....540-341-1473  
[fafuerst@earthlink.net](mailto:fafuerst@earthlink.net)
- John Callaway** .....540-347-7242  
[JLCallaway@email.com](mailto:JLCallaway@email.com)

**ARCHITECTURAL REVIEW  
COMMITTEE CHAIR**

(Vacant)

**WORKGROUPS & MANAGERS**

- Chartering Documents  
**Frank Fuerst** .....540-341-1473
- Common Grounds Contracts  
**Ken Williamson** ....540-347-5845
- Common Grounds Projects  
**John Callaway**.....540-347-7242
- Communications  
**Tom Daily** .....540-341-7606
- Programs  
**Mark Melancon** ....540-341-4177