

FR BOD Initiatives and Projects (Jan. 9, 2008)

I. Work Sessions and Open Forum Meetings

1. Agendas – Issue week ahead, publicize, explain unclear agenda items, add date and page numbers. Being done. (Toni)
2. Conduct open forums prior to Board decisions on major issues. Being done. (Toni/Bd.)
3. Develop “Board Suggestion Box.” Done. (Toni/Sylva)
4. Use “Roberts” book of parliamentary rules to conduct Board meetings. Being done. (Toni/Bd.)

II. FRCA Committees

1. Review all committees as to their charters, interface with Board and other committees, and perceived problem areas; recommend ways to increase effectiveness, eliminate confusion. Being done. (Liaisons)
2. Increase Liaison effectiveness and answer questions by providing Committees downward communication and direction when required. Being done. (Liaisons)
3. Hold quarterly meetings of committee chairs and Board. To be done. (Jake)

III. Community Center

1. Review processes/interfaces/communications of AD, staff, concierges, Property Manager to increase effectiveness. Being done. (Toni)
2. Evaluate format for the Monthly Packet provided by Property Manager. Being done. (Board)
3. Recommend policy for seasonal charity collections in Community Center. To be done. (Toni/Community Center Committee)
4. Change lettering of Board member names on sign to conform to ABC rules; term “BYOB” will not be used in future announcements of events. Done/being done. (Ann)

IV. Communications

1. Write monthly column, "Directors Corner," in Gazette emphasizing policy matters and information not time sensitive (complements/coordinated with monthly Board insert in Gazette). Being done; will start January 6 for the February issue. (Board)

V. Organization and Procedures

1. Review FR forms to be consistent with CC&R's and write uniform policy regarding processing of forms. To be done. (Jake/Covenants Committee)
2. Develop contracting procedures and guidelines to ensure adequate reviews/pricing quotes prior to contract approvals and develop plan for educating committees; use, as basis, existing forms already developed and forward to Board for approval. Being done. (Don H.)
3. Review FR Bylaws to conform to current practices and procedures. To be done. (Jake/Covenants Committee)
4. Use ad hoc committees, task forces or individual assignments for special Board projects; advertise meeting times and write minutes. Being done. (Toni/ Bd.)
5. Write Position Description for FR Property Manager. Done. (Jack)

VI. Common Area Projects

1. Review lighting deficiencies at Gladstone and Legend gates. To be done. (Don W./Property and Grounds Committee)
2. Resolve Lot No. 9 easement situation. Being done. (Sylva/Toni)

VII. Coordination with Villas

1. Maintain continual coordination with Villa Board on projects/decisions affecting both individual homes and Villas. Being done (Harriet.)
2. Set up and conduct meeting to include FRCA and Villa Boards, committee chairs, and Legal and Insurance. Being scheduled. (Toni/Sylva)

3. Define boundary lines of common grounds between Villas and individual homes and responsibilities for maintenance of these areas. Being done; resolution due end of February. (Jake/Don W./ FRCA and Villa Property and Grounds Committees)
4. Announce to Villa residents change in collection of FRCA fees. Done. (Armstrong)

VIII. Ongoing Projects

1. Develop overall approach and processes to be used in implementing common area master plan; what is overall plan, when to start, how and when to obtain resident input. (Don W./Property and Grounds Committee)
2. Implement Falls Run Resident Information System into Armstrong db; implement Connect and Alert Systems; make presentation to Board Feb. 25. To be done. (Jack/Communications Committee)
3. Negotiate with Armstrong Management 2008 contract or amendments. Being done. (Don H./Board)
4. Develop FR community wide petition to VDOT/County to install, as soon as possible, traffic light at Plantation and Gladstone. Being done. (Toni/Bd./ad hoc resident committee)
5. Review feasibility of establishing FR Association policy of restricting placement of "For Sale" signs on resident premises. (Board determined this policy should not be implemented since it would conflict with Covenants.)
6. Ask Legal to review portion of Cox marketing agreement as to how to deal with Verizon marketing activities. Done. (Don H./Sylva)