

to recognize this anniversary. I believe it would be appropriate to recognize some of the outstanding cluster committees that have served Burke Centre through the years. Their efforts would serve as an example for new cluster committees and perhaps help in the recruitment of new representatives. A number of people have suggested that there be a spring wine event similar to the popular event that is held during the annual festival, and I hope that receives consideration. I think it would be fun to have a Volksmarch in our community, possibly just prior to the wine event. Such marches have taken place in past anniversary years. If you have any suggestions on how to commemorate this anniversary, please contact your trustee.

ARB VIOLATORS: The Board of Trustees is currently addressing ARB violators who have been levied a \$10 per day fine for 90 days but have not corrected the violation after that period of time. If you are the owner of one of these properties, please correct these problems as soon as possible to avoid the steps the Conservancy may take against you. If you have been delaying correcting these problems because you think the Conservancy has forgotten about you, it hasn't. If you are in violation and don't know what is expected of you, contact the staff immediately.

ANNUAL MEETING: The board this year decided to change the format of the Annual Meeting. One major change is holding the final meeting of the current board the evening before, and holding only a short meeting of the new board to pick officers subsequent to the completion of the Annual Meeting. I think the changes will allow more focus on the community's most important meeting of the year.

CLUSTER REPRESENTATION: This month, members in good standing should be receiving a ballot with the names of the candidates listed. There is no space for write-ins for the Board of Trustees (hopefully this will be changed if the bylaws are amended), but there is a space for write-ins for cluster committees. If your name is not listed and you would like to serve, write in your name. There are a variety of activities that cluster committee members can pursue and if you would like to learn more, visit the Oaks Neighborhood Facebook page, which also lists cluster committee meetings that are held in conjunction with the monthly Oaks Neighborhood Council Meeting.

I hope to see you all at our next Oaks Neighborhood Council meeting. As usual, doors will open no later than 6:30 p.m. to facilitate cluster committee meetings.

The following OAKS Cluster Committees will meet on FEB 7, 6:30 PM (unless otherwise noted) at the Oaks CC (before Neighborhood Council):

Lakeside Oak / Split Oak
Spring Oak / Burr Oak @7 PM

BOARD OF TRUSTEES

Letters to the Editor -- enable Conservancy members to communicate among themselves and with the Board in accordance with the VA Property Owners' Association Act (POAA), Article 55-510.2. All submissions must be signed by the author to be considered for publication. They must also include the author's address and telephone number, which will not be published, for staff verification and/or contact purposes. Upon request, the author's name will be withheld from publication and held confidential. All submissions may be subject to editing. The Conservancy is not responsible for the expressed opinions or for the authenticity of all presented facts discussed in such submissions for publication. *No letters were submitted for this month's issue.*

Fendi—Coach—Flexon—Disney—Rec Specs—Rudy Project—Maui Jim—Oakley—IT—Gucci—Giorgio Armani—Converse—Valentino—Calvin Klein—Marchon—Hugo Boss—Nike—Esprit—X-Barnes—Fossil—Diesel—Banana Republic—Ves St Laurent—Polaroid—Kiserva—James New York—Gucci—Whirey—X—Silhouette—Converse—Nike—Hugo Boss—Claiborne—Jones New York—Lucky Brand—Marc Jacobs—Michael Kors

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BOARD OF TRUSTEES

THE WOODS

BY BRENDA TRASK

Woods Trustee



It is election time again in the Conservancy! Unlike the state or national elections the Conservancy elections are not filled with much drama but they are nonetheless important. You are electing a Board of Trustees (BOT) to conduct the business decisions of the Conservancy, much like a town council. The BOT oversees the budget process that impacts your Conservancy fees, writes policy (the rules by which we live), oversees the function of the Architectural Review Board (ARB) and oversees the Open Space Committee, to name a few. The BOT makes decisions on projects that affect each and every neighborhood in the Conservancy. One such project is the Ponds Pool renovation, and another will address the trees on open space.

This year we have a problem. There is no candidate for the Ponds Neighborhood and there are no At-Large Candidates (2). Since there have been no petitions filed for any of these three positions on the BOT, the state law provides that despite the expiration of their term, the incumbent trustee will stay on the Board until his/her successor is elected, or there is a reduction in the number of trustees by a resignation, etc. In the case of a reduction in the number of trustees, the remaining trustees can appoint someone to fill the vacancy.

The problem is with the timing. The regular petitions have been filed and the Election Committee has published the result but it is too late in the process to seek out other candidates to fill in the election slate in the normal manner. Surely you know of someone who would be an able and willing person to volunteer for one of these open positions. If so, have them contact the BOT by attending a meeting and expressing an interest to join the Board.

While I was getting my petition signed I received thanks from many of my neighbors and acquaintances for doing this community work. Someone even asked me recently, "Why do you do this?"

My reply was, "Why not!" I want the Conservancy to run smoothly and to be a nice place to live. I want my home values to be maintained and even go up. I want the open space maintained to look nice and to be able to walk the trails safely. I want the pools to be a really great place for the children to play in the summer. I want the tennis courts to be nicely kept and for another generation of tennis players to come along.

The convenient phrase is "I just do not have the time". I can identify with that. In the interest

of full disclosure here is how a typical month goes. The BOT holds a working session to review documents and discuss ideas in preparation for the regular Board meeting. That is followed the next week by the Neighborhood Council meetings. At these meetings the

community members who attend review what is to be voted upon at the regular Board meeting and give their input. Any resident can attend these meetings. In fact any resident can attend any meeting, period. We believe in transparency. Then there is the actual BOT meeting. At this meeting there is an opportunity for community input once again then decisions are made about how to go forward with Conservancy business. At the end the Board can convene an Executive Session in private to discuss certain matters as allowed by law. This is the time when ARB matters are usually decided.

So, there are approximately eight hours of volunteer service and three distinct meetings the BOT gives to the Conservancy each month. Sometimes the meetings are shorter and sometimes they are longer. Once you are there, you are there, and you conduct the business to the best of your ability, keeping in mind what is practical and what input you have heard from the neighborhood.

BOT membership does not make you a big man on campus nor do you gain any special privilege. You still need to follow the rules that everyone else follows. It does make you stop and think before you criticize, and it gives you the insight into how things get done. Many folks in our area are newly retired. You have some time to volunteer. Some of you are still working and can manage the time constraints. I recommend you investigate whether or not Board membership is for you and if so, contact the BOT.

Call the Conservancy office to find out more.

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BOARD WORKING SESSION SUMMARY

CONVENING INFORMATION: The session was called to order at 7:30 PM, and adjourned at 8:55 PM.

RESIDENT FORUM: Dan Andrusiak, representing the Oakwood Commons Board of Directors, expressed concerns about having a cluster committee working independently within his condo association to approve ARB applications. He asked the Board for an explanation of how applications could get approved without the condominium board's consent. President Gulakowski and Patrick Gloyd both explained the election process as well as the legal authority for a cluster committee to make recommendations on ARB applications. Discussion ensued as trustees answered numerous questions and points raised by Mr. Andrusiak. Trustee Trask advised the staff to address Mr. Andrusiak's concerns administratively by adding the name of the condo association to the agenda when listing pending applications and on cover sheets for the ARB reps. Also, the staff will need to mail a copy of all applications to the condo association before they are reviewed at an ARB meeting. This should help to prevent applications from being approved without condominium board awareness and consent.

By-Law Review Committee Recommendations: Mr. Gloyd reviewed the committee's recommendations for changing the by-laws as presented at the last Board of Trustees meeting. President Gulakowski indicated that committee/resident input via email should be requested through the *BC BUZZ* and the *Conservator* with a deadline established as a day or so prior to the next Working Session. Trustee Smith pointed out that there were many small changes made throughout the entire document which should also be published in addition to the five recommended changes. Mr. Gloyd indicated the full document would be published online with a prominent link displayed on the web site.

Strategic Plan Updates: Mr. Gloyd distributed a report discussing the latest updates to plan items and asked the Board for additional input. Trustee Flaster indicated he did not see a need at that time to go through each item, and suggested the Board members look over the report individually and address any questions at the next meeting.

Review of Management Standards Agreement: Mr. Gloyd explained that this document is part of the Burke Centre Covenants, but is included as an Exhibit and can therefore be modified with a majority vote of the Board. President Gulakowski asked if the Board felt this

BOARD OF TRUSTEES

was an item that needed to be addressed immediately or could wait for the next Board to address. Trustee Smith indicated that it could wait, adding though that contingency funds needed to be clearly addressed in this document since there were some questions raised in terms of the funding of snow plowing. Trustee Engler suggested that the staff get started on making some suggested edits. Trustee Smith added that the Budget & Finance Committee might also have valuable input and the Board agreed to forward a request to the group to start reviewing it for potential updates.

ARB Outstanding Violations: Moved to Executive Session

Pet Station Proposal: Following discussion, the Board agreed to consider a pilot program which would involve the installation of five pet stations, one at each community center, and the use of biodegradable bags. Funding for ongoing bag purchases could be achieved by allowing advertising on the bags. Potential options for cleaning up the stations were discussed and it was agreed that it should not become a staff function. However, during the pilot program, the staff will be prepared to clean up the stations if volunteer efforts become inadequate. The Board will vote on this at the upcoming meeting.

Trustee Goals: Mr. Gloyd distributed the latest status report and noted the timeline for updating the Conservancy's IT systems to allow for the automation of the ARB process. Droid technology would be used to accomplish this as well as making improvements to the web site, which would give members a more personalized view such as neighborhood and/or cluster-specific information when logging on to the

site.

January Meeting Agenda: Some minor clarifications and updates were made to the draft agenda. Ms. Winslow confirmed that the Blood Drive presentation would take about five minutes.

New Business/Future Working Session Items/Pending Items: Trustee Smith presented a proposal to better coordinate the transition of the departing Board to the newly elected Board, and the Annual Meeting. Following discussion, the Board agreed the proposal had merit and asked the staff to work with Legal Counsel to determine if changes could be made to the existing schedule/process. A few trustees pointed out that while they were potentially in favor of the concept, they did not want to add additional meetings to the current schedule.

Executive Session: Trustee Chesterman made a motion to adjourn into Executive Session at 8:43 PM to discuss potential legal issues. The motion was seconded by Trustee Trask and passed unanimously, 7 yes votes. The Board returned to the regular meeting at 8:55 PM. At that time, Trustee Trask made a motion to adjourn the meeting, which was seconded by Trustee Flaster. The motion passed unanimously, 7 yes votes.

Advertising in the Burke Centre Conservator (from Policy #10B)

The Conservancy does not endorse any advertiser in the Conservator. The Editor may recommend, and the Executive Director may suspend, revoke and/or deny ad privileges as a result of a community complaint. Valid complaints that are filed with the Burke Centre Conservancy will be reviewed and addressed on case-by-case basis.

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BCC Facilities/ Resources Work List

At the request of the Open Space Committee (OSC), the following is a list of projects addressed by the Facilities & Resources (F&R) Department during the past month.

There are approximately 350 out of 1700 acres that are deeded Conservancy Open Space; which includes six ponds and wooden structures, eighteen tennis courts, eight multi-purpose courts, three sand-ball courts, eight play fields, forty-eight tot lots, five community centers and twenty-one miles of trails. Maintenance for these areas and facilities are funded through the Conservancy's General Fund. To report a problem or concern with an open space area in Burke Centre, please contact Joe Stern, Conservancy F&R Assistant, (703) 978-2928; email: joes@burkecentre.org.

Community Centers – Minor damage to the elevator at the Woods CC has been repaired.

Open Space - The signboard box near the intersection of Wesley Pond Court and Burke Centre Parkway has been reconstructed. The staff continues to collect improperly disposed of debris including a dishwasher, cinderblocks, tables, cabinets, lamps and furniture.

Ponds - Ponds upkeep continues; the riser at Bass Pond was cleaned out and a new valve within it has been installed. The gate to the windmill at Burke Pond has been repaired.

Trails/Bridges – Pathway maintenance is ongoing. A hole between the sidewalk and curb of Oakshore Ct. has been filled and topped with soil and seed. Gabion basket installation is scheduled near a bridge at Bryce Pond. A drainpipe adjacent to a bridge along a trail near Vernons Oak Ct. has been cleared of leaves and debris. Large rip-rap has been added to the edges of a path near Wesley Pond Ct. to discourage erosion.

Trees – Removal of hazardous trees continues throughout the community.

Work Orders – Fifty-seven (57) work orders were generated in the month of January.



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BURKE CENTRE 2012 ELECTION

2012 Election Timeline Summary

February 9 -- Board of Trustees meeting, 7:30 PM, Woods CC – Election updates; Chair, EC hosts **MEET THE TRUSTEE CANDIDATES NIGHT**

February 9-13 -- Eligible Conservancy members will begin to receive election mailing with electronic access code(s) for voting in the election. The option to vote by paper ballot is also offered within this mailing*. **If you do not receive this correspondence by February 17, please contact the Conservancy office as soon as possible.**

March 3 -- Election Day! The EC members will meet at the Conservancy office beginning at 11:45 am, and remain until the election results are confirmed. Electronic voting* will close at noon and election results may not be accessed before 12:00 p.m.

The EC chairman or EC designee will contact all Trustee candidates listed on the official ballot with the results of the 2012 election.

March 7 -- LAST BOT MEETING for departing Board of Trustees, 7:30 PM, Woods CC. Note: There will be no March Working Session for the Board (previously scheduled for Feb. 28).

March 8 -- ANNUAL MEETING. The EC Chair will report the results of the 2012 election and formally announce the names of the winning trustees.

Don't Forget to Vote!
Online Voting closes at Noon on March 3, 2012.

Election Notes:

Cluster Committee write-ins are permitted this year, but trustee write-ins are not. During the election, there is no limit on the number of write-in candidates for cluster committees.

*Voters wishing to vote by paper ballot may receive one by calling, emailing or returning the self-mailing order form to the Conservancy office by 5 PM on February 21, 2012. Staff will ensure that upon this request, eligible voters receive a self-mailing paper ballot to be returned to the electronic voting vendor, postmarked no later than Tuesday, February 28, 2012. Please note: No paper ballots will be accepted at the Conservancy office. Also, a computer will be available at the Conservancy office to enable residents to vote electronically, with assistance from a staff member available if requested.

Meet the Trustee Candidates!

Commons Trustee Candidate



MARC FLASTER

BACKGROUND INFORMATION

Professional: Office of Personnel Management 1975 to present. Currently, Chief, Resource Management, Retirement Services, overseeing budget and performance integration, management information and reporting, strategic planning, personnel and Human Resource functions, contracting, and many other back office business responsibilities.

Active in Federal Executive Institute Alumni Association, participating in the Activities and Membership committees.

BURKE CENTRE ACTIVITIES

Group Name	From	To
Burke Centre Resident	1993	Present
Commons Trustee	2002	2007
Commons Trustee	2009	Present
Parking & Towing Task Force	2001	2002
ARB Standards Review	2003	2004
Condominium Task Force	2005	2007
Walden Board of Directors (fourth third-year term)	1999	2005
Walden President	2008	Present
Walden Vice President	2000	2003
	2008	Present

GOALS & OBJECTIVES

1. Revisit decision to exclude condominium and cooperative associations from reaping full benefit of new tree maintenance policy; consider reinitiating condominium task force to address current issues.
2. Retain assessments at current level, or lower if feasible.
3. Revisit decisions of the 2010-11 Board of Trustees board on unallocated members' equity that led to an increase of over \$650 thousand dollars in the Contingency Reserve to a total of 25% of our overall operating budget. Re-evaluate sufficiency of Burke Centre reserve funds. Review Contingency Reserve rules and determine circumstances and criteria for best use of this fund for Burke Centre residents.
4. Work to improve facilities in the Commons neighborhood, notably improving playground-tot lot availability.

Landings Trustee Candidate



BRIAN D. ENGLER

BACKGROUND INFORMATION

Current Landings Neighborhood Trustee. Owner and resident in Fulton's Landing Cluster since 1984. Long-time volunteer in community activities such as: VFW, Fall Festival, Earth Day, Friends of the Burke Centre Library, and others. Specific accomplishments delineated in the activities table below. Professionally, I am a retired US Navy officer, have worked as a defense contractor, as Executive Vice President of a 501©3 national professional society, and as a substitute teacher. Recently appointed an affiliate member at George Mason University, School of Physics, Astronomy and Computer Science.

BURKE CENTRE ACTIVITIES

Group Name	From	To
Landings Trustee	03/09	Present
Worked with fellow Trustees to, among other things, maintain assessments and residents' pool fees at last three year's level		
Burke VFW Post 5412	09/91	Present
Served as Post Commander for 3 years		
Festival Committee	01/01	Present
Served as Festival Co-Chair Including for the 25 th Anniversary and the aftermath of 9-11; now BOT liaison		
Friends of the BC Library	01/02	Present
Charter Member; Secretary; Used Book Sale Co-Chair; Photographer		

GOALS & OBJECTIVES - Continue to maintain high quality of life and property values that my family and I have enjoyed for twenty-eight years as Burke Centre residents. Work to ensure community goals are identified, have appropriate priorities set and, most importantly, are executed. Having encouraged the BOT to work to get the word out to restaurateurs and other business folks that Burke Centre is a great place in which not only to live but also to invest, I proposed and had approved a Committee on Business Development that is hard at work doing just that. Work with the Festival Committee to ensure this worthy event continues improving each year and work again to maintain a balanced budget with close oversight, while keeping quarterly assessments and fees as low as possible. Continue to encourage volunteerism and revitalization of cluster committees within the Landings Neighborhood. Above all, listen to my fellow Landings residents and work to carry forward and address their concerns.

BURKE CENTRE 2012 ELECTION

Meet the Trustee Candidates!

Oaks Trustee Candidate



LUANNE SMITH

BACKGROUND INFORMATION - Commander, U.S.N., retired; B.A. History, B.A. Political Science, Penn State University; M.A. National Security Affairs, Naval Postgraduate School; M.A. National Security and Strategic Studies, Naval War College; President, Deer Ridge Estates Lot Owner Association, Springfield, WV, 2009–present

BURKE CENTRE ACTIVITIES - I have been involved in numerous Burke Centre volunteer activities since 1993, some of which are listed below.

	From	To
Oaks Trustee (5 terms)	March 1994	March 1995
	March 1995	March 1996
	March 2003	March 2004
	March 2010	March 2011
	March 2011	March 2012
At-Large Trustee (3 terms)	March 2004	March 2005
	March 2005	March 2006
	March 2007	March 2008
Spring Oak Cluster Committee (Chair, several years)	March 1993	March 1994
	March 1996	Present
Oak Cares (Founder, and Coordinator for over 10 years)	1994	Present
	Sept 1995	Dec 2011
Burke Centre SHARE (Founder and Coordinator)	April 1994	April 2003
	1996	March 2003
Green Team Coordinator	Sept 2005	Present
	Jan 2003	Dec 2005
Festival Volunteer	1993	2011
	Festival Volunteer Coordinator, 2008 2010	
Fall Festival Community Action Team, Chair, 2001		
Burke Centre's 20 th , 25 th , and 30 th Anniversaries, 1997, 2002, 2007		

GOALS & OBJECTIVES - If reelected, I plan to continue emphasizing the development of cluster committees. This will be the third consecutive year that all 16 of our Oaks Neighborhood clusters will have had cluster committees, but more needs to be done so that they will have the necessary tools and support they need to effectively perform their responsibilities. Another effort that I plan to be involved in is the reestablishment of the Welcome Committee, so that our community can host periodic welcome events to teach new residents

about the Conservancy and recruit volunteers to fill Burke Centre's volunteer needs. Burke Centre needs many volunteers and I hope whoever is reading this will consider becoming more involved in our community. If your name is not on a cluster committee ballot and you would like to serve, consider writing in your name on the ballot. Our community needs you, and together, we truly can make a difference!

Neighborhoods

Woods Trustee Candidate



BRENDA TRASK

BACKGROUND INFORMATION

Education: Bachelor of Science in Nursing, Florida State University, Tallahassee, Florida
Masters of Nursing Education, University of Nebraska Medical Center, Omaha, Nebraska
Wesley Seminary, Lay Ministry Parish Nurse Certificate

Professional Experience: USAF Nurse Corps; Vice President Clinical Operations, Visiting Nurse Association in Northern Virginia; Parish Nurse, Burke Methodist Church

BURKE CENTRE ACTIVITIES

BC Group Name	From	To
Burke Centre resident	1993	Present
Woods Trustee	2011	Present
Wards Grove Cluster Committee Member		
Woods Community Center Building Committee, Chairman		
Community Center Rental Contract Revision Committee Member		
Architectural Review Board Member		
Architectural Review Board, Vice Chair		

GOALS & OBJECTIVES

Continue with transparency in decision-making while doing Conservancy business.
Follow the Conservancy open space and tree management initiative to assure a good start to the program this next year.
Reinstitute the Welcome Committee for new Burke Centre residents.
Serve the Woods residents with integrity and fiscal responsibility.

Other Board Positions

Please note that no candidate petitions were filed in the Ponds Neighborhood or for either of the two Trustee At-Large seats.

In accordance with state law, "Except in the case of ex-officio directors [not applicable here], despite the expiration of a director's term, a director continues to serve until his successor is elected and qualifies or until there is a decrease in the number of directors [by amendment to the Articles]."

Section 13.1-859. A. provides that a director may resign at any time by delivering written notice to the board of directors, the president or the secretary. Section 13.1-862 provides that, unless the Articles of Incorporation provide otherwise [the BCC Articles do not provide otherwise], if a vacancy occurs, the members may fill the vacancy [by a special meeting], the board of directors may fill the vacancy or, if the remaining directors are less than a quorum, they may fill the vacancy by a majority vote.

Section 13.1-857 E., in turn, provides that the term of a director elected by the board of directors to fill a vacancy expires at the next meeting of the members at which directors are elected. Please contact the Conservancy office at (703) 978-2928 if you have any questions.

Cluster Slates Submitted for 2012 Election

The following clusters submitted a valid cluster petition(s) to appear on the 2012 Burke Centre election ballot.

COMMONS

Seville Commons

OAKS

Bear Oak
Calumet Oaks
Crevenna Oak
Georgian Oak
Lakeside Oak
Oakland Park
Split Oak
Summit Oak

PONDS

Bass Pond
Heron Pond
Marshall Pond
Renaissance Pond

WOODS

Bunker Woods
Hemlock Woods
Wards Grove
Wood Flower

LANDINGS

Eagle Landing
Forest Landing
Waters Edge Landing
Burr Oak
Carters Oak
Fred's Oak
Jackson Oak
Oakland Chase
Oak Leather
Spring Oaks
Summer Oak

Burke Pond
Lucas Pond
Pine Pond
Spring Pond

Downeys Wood
Lincolnwood
Wooden Hawk