

# Bentana Woods West Cluster Association

## Board of Directors Meeting Minutes

February 19, 2026 at 7:30 PM ET

### Attendees:

**Board Members:** Keith London, Dilant Patel, Joel Shprentz, Anne Smyers, Tom Bodine, Michael Biesecker

**Homeowners:** -

In-person at 1531 Park Glen Court

### Minutes:

***Meeting started at 7:35 PM***

### Membership Forum:

Issues brought up by homeowners to Keith

- 1525 Park Glen - Jeff parking issue; **Keith to request Abaris** to send a letter to homeowner to clarify parking standards
- 1519 Park Glen - 3 cars; using extra spot; **Keith to request Abaris** to send a letter to clarify parking standards
- 1524 Park Glen - dog poop behind the house. **Keith to request Abaris** to send a letter

Nina: stormwater drain outside of 1501 Scandia is clogged per Fairfax Water; unclear if they will clear the clogged drain and follow up

### (Old) January Meeting Minutes

*Approved at 7:47 PM with no comments.*

### Landscaping

Removal of schip laurel is scheduled but not known about payment, possibly under maintenance. Need clarification. Can Greg prune the newer, central schip laurel at the same time. **Anne to talk to Jane for clarification.**

**Anne to talk to Jane about getting estimates** for removing invasive and rip rap cleanup and restoration.

Davey Tree Annual Plant Healthcare Program - Both estimates approved unanimously

- Plant healthcare and Fertilizer / Soilcare estimate of \$4,000

- Additional services for dogwood healthcare estimate of \$825

*Landscape report approved unanimously at 7:57 PM*

## Finance Report

Joel furnished a 1-page Income and Expense summary, consolidating information from Abaris' Finance Report

Tree care should be on budget if no additional trees are to be removed.

Matured CD reinvested at 3.75%

Liability Insurance will expire on Mar 21, 2026. **Keith to email Sarah to start the renewal process.**

Net loss for the year, compared to the budget, is \$2,141.

Assessment Arrears - Joel furnished arrears trend charts for the four homeowners with outstanding arrears

1. [Redacted]
2. Scandia house for sale with large balance - Motion to approve a request for more information to submit loan from Abaris was approved unanimously. **Keith to follow up with Sarah.**

Prepaid / Credit balances

1510 Scandia Circle (prior owner) - **Anne will follow up with Jane** about contacting the prior owner.

1541 Scandia Circle - **Tom will follow up with homeowner** about the large credit balance

*The Finance Report was approved unanimously at 8:37 PM.*

## Old Business

1. Stair replacement possibly starting over the first week of March.
2. Playground inspection scheduled for March.
3. Welcome letter - Anne, Joel and Tom furnished a new letter. The letter is approved unanimously. **Keith will forward to Sarah to add it as part of the Welcome package.**
4. Collections Policy
  - a. **Keith to message Abaris** that we will follow up with a summary over March meeting
  - b. **Joel to prepare a version** based on the sample Policy resolution provided by Abaris, and review with **Nina, Anne, and Tom**

5. Tree removal between Park Glen and Scandia - no response from homeowners; no action taken by board.

## New Business

1. Audit letter - Joel's questions from Feb, 18 email with subject "About audits"
  - a. Is a committee of volunteers sufficient to audit the association's financial records?  
- Possibly.
  - b. Would a professional audit satisfy the bylaws? - No
  - c. Should we change the bylaws? - No
  - d. How should we audit our FY 2025 financial records? - **Proposal is to**
2. Taxes - **Joel to email Abaris** to get taxes processed for 2025
3. Annual Meeting for Board Elections - **Keith to request Abaris** to send notification to homeowners about upcoming three open board seats
4. Road surfaces - Repaving / resurfacing of roads should be started, especially for Scandia Circle, which has raveling in areas. **Keith to email Abaris** to request estimates for inspection

***The meeting adjourned at 9:25.***

## Upcoming Events:

Mar 19 - March 2026 BOD meeting at 7:30 PM, online via Zoom

Apr 16 - April 2026 BOD meeting at 7:30, in person at 1516 Park Glen Ct (Joel Shprentz)

Apr 26 - BOD Elections, in person at 1506 Scandia Cir (Dilant Patel)