**MINUTES OF**

**CHESTERFIELD MEWS COMMUNITY ASSOCIATION**

**Regular Meeting of the Board of Directors**

July 24, 2012

**Call to Order**: The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Kevin Noca, located at 3159 Readsborough Court, Fairfax, Virginia. The meeting convened at 7:38 p.m. President Robert Parker presided and Gordon Silcox took minutes as secretary.

**Board Members in Attendance:** Jo Ann Andren  
 Margaret Kerr-McKown (attended via telephone)

Nancy Minter

Kevin Noca

Robert Parker

Bruce Pincus

Brian Saal  
 Gordon Silcox

**Board Member Absent:** Ross Bankson

**Community Members in Attendance:** Ginny Howden of Eakin Park Court; Jean Mielczarek of Readsborough Court.

**Approval of Minutes:** The minutes ofthe **May 2012** board meetingwere reviewed. A motion to approve the minutes as corrected was made, seconded and passed. The minutes ofthe **June 2012** board meetingwere reviewed. A motion to approve the minutes as corrected was made, seconded and passed.

**Open Forum:** Jean Mielczarek expressed concerns about the erosion control projects now underway.

Ginny Howden commented that there needs to be better communications, worded more carefully, among the board and residents in order to foster an overall sense of community.

Kevin Noca read an e-mail on behalf of Helen Fortner of Eakin Park Court, urging the establishment of a grounds working group to advise the board.

Margaret Kerr-McKown, speaking as a member of the community, cited a specific example demonstrating the need for insuring that home purchasers are notified prior to settlement of any outstanding ACC violations relating to courtyard renovations.

Nancy Minter read a letter from a resident not present complaining about pet owners’ responsibility to pick up after their pets; and that a resident was continuing to park his car in an adjacent Visitors parking space instead of his own assigned space.

**Treasurer’s Report:** Bruce Pincus reported that our auditors are requesting the approved minutes of the March, April and May board meetings in order to complete their 2012 audit; and the auditors will file for an extension on our tax return submission since the Mew’s fiscal year is out of cycle with the required filing date. There was discussion concerning the discrepancies in the timing of legal fees incurred/paid as shown on our lawyers’ records vs. GHA management company’s close-out of items resolved. The treasurer was encouraged to use his discretion in reconciling these timing differences. Concerning payment of bills in general the treasurer was reminded to insure that GHA pays no bills without the treasurer’s approval.

**Work Area Updates:**

***Grounds:*** Jo Ann Andren circulated her July 2012 Grounds Report with updates on the status of grounds and landscaping projects and on tree damage sustained during the June 29 derecho storm. Discussion followed.

Jo Ann reported a hornets nest on Readsborough Court. Brian moved that up to $500 be approved for the elimination of the nest and its airborne occupants; second, Kevin. The motion was passed.

Bruce Pincus submitted and discussed his Parking Island Cost and Presentation Analysis.

It was agreed that Jo Ann and Brian will prepare a Grounds Working Group proposal for discussion and approval at the August board meeting.

Concerning procedures for providing keys to the aMewsments tennis court area, Bruce Pincus moved that we continue the one-time $25 charge for keys; second, Saal. The motion was approved.

**Welcome Kit:** Kevin Noca andJean Mielczarek presented their updated Welcome Kit revision, *Section 8-Useful Rules, Codes and Ordinances* relating to Fairfax County requirements on the subjects of animals; woodstoves, fireplaces, gas logs; occupancy rules; smoke alarms; residential sound construction activity; electronics/musical instruments; and yard work.

There was no other **Old Business**

The next monthly board meeting is scheduled for August 28 at the home of Robert Parker, 3187 Readsborough Court.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 10:14 p.m.

Gordon Silcox August 28, 2012

Secretary Date of Approval