**MINUTES OF**

**CHESTERFIELD MEWS COMMUNITY ASSOCIATION**

**Regular Meeting of the Board of Directors**

March 26, 2013

**Call to Order**: The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Bob Parker located at 3187 Readsborough Court, Fairfax, Virginia. The meeting convened at 7:33 p.m. President Bob Parker presided and Gordon Silcox took minutes as secretary.

**Board Members in Attendance:**

Jo Ann Andren

Margaret Kerr-McKown

(by telephone)

Nancy Minter

Robert Parker

Bruce Pincus

Brian Saal

Gordon Silcox

**Board Members Absent:** Ross Bankson

Kevin Noca

**Community Members in Attendance:** Helen Fortner of Eakin Park Court, and John Whitlock of Delburne Court.

**Approval of Minutes:** The minutes ofthe **February 26, 2013,** board meetingwere reviewed. A motion to approve the minutes as amended was made, seconded and carried.

**Open Forum:** John Whitlock discussed his concerns about untended weeds on Delburne Court.

**Treasurer’s Report:** Bruce presented the draft Chesterfield Mews 2013-2014 budget. Discussion followed concerning specific line items and the use of funds recommended by the 2012 Capital Reserve Fund Update to finance tree and erosion projects as well as using the annual operating budgeted funds. Bob moved that: 1.) In preparation for the board’s consideration and approval of the budget at the April meeting, the trash removal item be shown as in the draft budget, and 2.) the annual homeowner assessment remains unchanged. Second by Bruce; the motion carried.

**Committee and Work Area Reports:**

*Grounds Liaison*: Jo Ann recommended the following projects, following her walk-through of the perimeter of the community with Jon Zalewski, business development manager for our contractor Professional Grounds:

1. Financed out of operating funds:

$1,800.00 – tree hangers and shrubs cleanup

600.00 **–** fertilize shrubs

250.00 – removal of tire tracks off the west side of Colchester Brook Lane

$2,650.00

1. Financed out of the Reserve Fund:

$1,588.99 – sloped area near 3181 Readsborough (approved in 2012, not completed)

813.12 – repair French drain off lower Readsborough Court

$2,402.11

Total expenditures: $5,052,11 Nancy so moved; second by Bruce. The motion carried.

*Grounds Working Group*: Gordon presented the report of the Grounds Working Group which included suggestions regarding:

* + Planting trees around Kelly’s circle
  + Enhancing the plantings in the parking islands
  + Grants for erosion control projects
  + Spring Bloom Day
  + Request for documents

*Fire Lane Project*: Bob discussed the community’s response, due March 31, to Fairfax County’s request for a proposal for signage and curb painting in compliance with fire lane regulations. Bruce moved for the submission of our proposal in accordance with Bob’s recommendations. Second by Gordon; the motion carried. Bob suggested that purchases of required signage be combined with purchases for other sign needs.

**New Business:**

Discussion relating to the current trash and recyclables collection and contract.

The 2013 Chesterfield Mews Community Association annual meeting will be held on April 30 at 7:30 pm at Fairfax Circle Baptist Church, located at 3110 Chichester Lane, Fairfax.

The next board meeting is scheduled for April 24, 2013, at 7:30 p.m. at the home of Bob Parker located at 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 9:41 p.m.

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| Gordon Silcox  Secretary | April 24, 2013  Approved |