

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
November 17, 2015**

Call to Order: The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Gordon Silcox located at 3159 Colchester Brook Lane, Fairfax, Virginia. The meeting convened at 7:41 p.m. Gordon Silcox presided and Bill Saint took minutes as secretary.

Board Members in Attendance:

Bill Saint	Jimmy Xu
Rosina Schacknies	<i>Absent:</i>
Gordon Silcox	Syed Ali
Sindhu Thomas	Kevin Noca
John Whitlock	Brian Saal

Community Members in Attendance: Helen Fortner of Eakin Park Court, Daniel Manning of Readsborough Court, and Emilie Brundage of Readsborough Court.

Approval of Minutes: The minutes of the October 27, 2015 board meeting were reviewed. A motion to approve the minutes as amended was made, seconded and carried.

Open Forum: Concern was expressed regarding erosion on a hillside near 3145 Readsborough, and the large white cross painted in the west side parking area on lower Readsborough.

Treasurer's Report: Jimmy Xu reported that income and expenditure continue to be generally on track with the approved budget. Also, a court date has been set in December for a homeowner who is long overdue on \$4,000 in annual fees.

Committee and Work Area Reports:

1. Grounds Working Group: John Whitlock reported that the GWG plans to submit another funding application to the Conservation Assistance Program of the Northern Virginia Soil and Water Conservation District for help in 2016 to manage erosion on the steep hillside between 3173 and 3177 lower Eakin Park Court. A preliminary site visit was held with NVSWCD staff on November 17th. The downspout extension project behind homes on the eastern side of Readsborough Court is scheduled to start on November 23rd following delays caused by Miss Utility slowness in marking the construction area.

2. Grounds Liaison: The first leaf collection will be carried out during the week of November 23rd, and the second leaf collection will take place just prior to Christmas.

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3. Architectural Control: Ginny Howden reported that the earlier approved Association letters to two residents with deteriorating retaining walls on Colchester Brook Lane had been mailed by GHA.

Old Business:

Management Services Contract: Seven firms, including GHA, were invited to submit proposals for the provision of management and financial services to the community beginning January 1, 2016. Five proposals were received. These are being compared and assessed by Rosina Schacknies and Helen Fortner. The Board will receive the results of their review during the week of November 23rd and select a firm to provide management services at a special Board meeting to be held on December 1, 2015.

Halloween Party and Parade: With perfect weather, an enjoyable Halloween costume parade, including a Wizard of Oz float, was held on October 31st and followed by cider and snacks. Many thanks to the Trilletts for organizing this community event.

Parking Study: In the absence of Brian Saal, discussion of the parking space creation project was deferred until the December Board meeting.

New Business:

Cash reimbursement. John Whitlock moved that the Association reimburse Jeremy Trillet with \$75.00 for removing the broken basketball backboard from the tennis court and taking it to the Fairfax County recycling center, and for water used in August and September for regular watering of the native plant rain garden, infiltration trench sodding, and the over-seeding of nearby bare spots. The motion was seconded and approved unanimously.

Next Meeting: The next board meeting will be a specially scheduled meeting on December 1, 2015 for the purpose of selecting a management services firms for the Association. It will be held at 7:30 p.m. at the home of Gordon Silcox located at 3159 Colchester Brook Lane. The next regular meeting of the Board is planned for December 15, 2015 at 7:30 p.m. at the home of Bill Saint located at 3179 Colchester Brook Lane.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made and unanimously carried, the meeting was adjourned at 8:43 p.m.


Secretary

December 15, 2015
Approved