

**MINUTES OF  
CHESTERFIELD MEWS COMMUNITY ASSOCIATION**

**2015 ANNUAL MEETING**

April 30, 2015

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The 2015 Annual Meeting of the Chesterfield Mews Community Association (CMCA) was held on April 30, 2015 at the Fairfax Circle Baptist Church. President Gordon Silcox called the meeting to order at 7:33 p.m. The following members of the Board of Directors were present: Kevin Noca, Patrick Raitt, Bill Saint, Gordon Silcox, John Whitlock and Jimmy Xu. Carrie Wakefield attended in representation of GHA Community Management.

Proof of 30-day notice for this meeting was presented by GHA.

Thirty-eight owners were physically present and 33 proxy forms were submitted, thus ensuring that quorum was attained.

Minutes of the 2014 meeting. Bob DuFrane moved to waive the reading of the minutes; Ginny Howden seconded. The motion carried. Therefore, the minutes were approved as submitted.

**REPORTS OF THE BOARD**

■ President Gordon Silcox welcomed all those present to the 40<sup>th</sup> anniversary of CMCA annual meetings. He introduced the members of the Board and Grounds Working Group. He thanked the Board and the Grounds Working Group for their service, and expressed appreciation to Board members Margaret Kerr-McKown and Bob Parker, who had recently resigned, and to Pat Raitt, who had completed his term of service, for their multiple contributions over many years in fulfilling Board duties and serving as Board officers.

Silcox reported that the Association is in sound financial condition. Several heavy snowfalls caused snow-plowing expenses to significantly exceed what was budgeted, a deficit which was not fully covered by surpluses in other budget items.

He also explained that a decision had been made to increase the total number of parking spaces by as many as 17 in the aftermath of the Fire Marshal's earlier decision to require all the curbs in the community to be painted yellow. He reported that the proposed development of the Craven's Nursery property by H2 Enterprises had been recommended by the County Planning Commission and that the County Board of Supervisors would consider the request on May 12, 2015. Relations between the developer and the Board have been cordial and cooperative so far, and various requests made by the Board on behalf of expressed community preferences have been incorporated into the latest development proffers.

Board sponsored social activities during the year comprised a 4<sup>th</sup> of July picnic, a community yard sale, and ice cream social and a Halloween parade and party.

During the year, president Silcox attended a conference of Fairfax County Neighborhood and Community Leaders, and also a seminar for community associations sponsored by the law firm of Chadwick, Washington, Moriarty, Elmore & Bunn.

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- Treasurer Jimmy Xu reported that for the fiscal year ended April 30, 2014, CMCA had total revenues of \$183,641 and spent a total of \$127,683, with \$53,388 going to the capital reserve reserve fund contributions. This resulted in a surplus of \$2,570 for operating activities and a balance of \$316,696 for the capital reserve fund per audited financial statements. A clean audit report was received for 2014, federal and state tax returns were submitted, progress has been made in reducing the number of delinquent dues accounts, and the Board voted a 1.7 percent cost-of-living increase to next year's budget. A deficit of up to \$20,000 is likely for the past fiscal year as the result of the unanticipated need for considerable snow removal activities. The full budget and reserves were shown on a handout which was distributed at the meeting.
- On behalf of the *Grounds Working Group*, John Whitlock outlined the group's role and accomplishments in 2014-2015. Its role is to identify problems, explore solutions and forward recommendations to the Board for their decision. Among major accomplishments are the installation of ten new mailboxes, the creation of a wet woodland meadow planted with 60 native flowers and grasses, progress in planning several erosion control projects, and the organization of two successful community clean-ups, familiarly known as "Bloom Days."
- In the role of *Grounds Liaison* for the Board and the community, Bill Saint explained that the role of the Grounds Liaison is to act as the point of contact between the Board and community residents, on the one hand, and the various grounds contractors on the other hand. He summarized recent accomplishments and future plans. During the past year, the Board negotiated a three-year grounds maintenance contract with Professional Grounds that limited average annual price increases to just 0.75 percent each year. The Grounds Working Group was awarded a competitive grant of \$5,000 in matching funds by Fairfax County for erosion control in the community. Several cases of unauthorized cutting of trees on common grounds were reported and residents were asked to consult with the Architectural Control Committee before cutting any tree. Future activities include the cutting out of deadwood on the property and continued erosion control activities at additional sites.
- Pat Raitt provided an update on progress in creating additional parking spaces in the Mews. He noted that the Board had decided to create up to 17 new street parking spaces by widening the curbs in several places within the community. Subsequently, a civil engineer has been retained to initiate conversations with the Fire Marshal and Fairfax County to confirm the acceptability of the proposed approach before construction begins.
- As chair of the *Architectural Control Committee*, Gordon Silcox expressed appreciation and thanks to the current members of the ACC: Ernie Keiser, Quan Nguyen and Gordon Silcox (chair). He reported that architectural inspections had been carried out twice during the past year, that a request for ACC authorization form is now available on the website, and that unclear aspects of the architectural guidelines will be defined during the coming year.

## ELECTION OF OFFICERS

Prior to the meeting, three persons had submitted their candidacies to GHA and the Nominating Committee to fill the positions of three retiring Board members. They were: Bill Campbell, Sindhu Thomas, and John Whitlock.

Nominations from the floor: Rosina Schacknies of Eakin Park Court nominated herself.

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Candidate introductions were made by Campbell, Schacknies, Thomas and Whitlock.

Election results: The winning candidates were Bill Campbell, Sindhu Thomas and John Whitlock.

Nominating Committee for 2015: Those assembled approved Helen Fortner, Rosina Schacknies, and Kevin Noca (Chair) to serve as the nominating committee for the coming year.

**OPEN FORUM**

Those present raised a variety of issues. Among the concerns were: parking on Kelly Circle that overlaps the yellow curb and blocks driver visibility; the chronic problem of uncollected dog poop; and the possibility of obtaining ownership of Guysborough and Kelly Circle from the county so that parking could be better managed and the option for creating a gated community explored. One resident encouraged greater use of social media, such as *Next Door*, in the effort to improve communications within the community. Another thanked the board for requesting the clearing of sidewalks and courtyards after snowfalls, a sentiment which was shared by others.

**ADJOURNMENT**

Following the conclusion of the open forum, the meeting was adjourned at 9:05 p.m.



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William Saint  
Secretary

April 28, 2016

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Date