

MINUTES of
CHESTERFIELD MEWS COMMUNITY ASSOCIATION

Regular Meeting of the Board of Directors

November 27, 2018

The Virginian, 9229 Arlington Blvd., Fairfax, Virginia

Board Members in Attendance:

Emilie Brundage
Marcie Foster
Matthew Pepper

Bill Saint
Margaret Kerr-McKown

Board Members Absent: Ginny Howden, Helen Fortner, Patricia Trillet, and Zhao Yan

Others Present: None.

Proceedings: The monthly meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 8:00 p.m. by Marcie Foster who presided. Margaret Kerr-McKown recorded the minutes. A quorum of directors being present, the meeting proceeded with business.

Approval of Minutes: A motion to approve the minutes of the October 23, 2018 Board meeting was made, seconded and carried unanimously.

Open Forum:

- Emilie Brundage reported a neighbor's request that the branches of a tree overhanging the parking lot be cut back.
- Emilie Brundage reported that houses are being painting with semi-gloss paint.

Bill Saint shared concerns raised by owners on the website. These are described below, followed by the course of action agreed upon by the Board after discussion:

- The lock on the aMewsmments play area is broken. The previous lock will be rekeyed to match the keys community members have in their possession.
- Request to power-wash the common courtyards. Previously, the Board decided to draft and put into effect changes to the by-laws to formalize long-established practice which places care and maintenance of the courtyards under the responsibility of the respective homeowners. (This has been the Community practice for 40 years.)
- Request to power-wash the tennis courts. The budget allows for power-washing the tennis courts every other year. The last time was 2017 and on schedule for 2019.
- A homeowner will be forwarding an Architectural Control Committee request to replace the top portion of the chimney and the T-1-11. This will be forwarded to ACC for action.

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Treasurer's Report: Helen Fortner sent a report:

1. *Dues:*

- 23 homeowners are delinquent in paying HOA dues for the second half of the year; this amounts to \$14,725.

2. *Year-end Audit:*

- Year-end audit numbers should be finalized in early December.

3. *Contract expirations:*

- Grounds maintenance and snow removal contract with Blade Runners will terminate on 12/31/18. Blade Runners is considering our request for a 3-month extension to cover snow clearance through Spring 2019.
- Workers Compensation Insurance policies expires 11/30/18. A motion was made to renew the policy for Workers Compensation for another year was seconded and passed unanimously.
- Liability, Fiduciary, & Crime Insurance expires 12/29/18. Ellen Burton, Account Manager with Welch, Graham, & Ogden, is reviewing assets identified in the 2017 Reserve Study to determine if existing coverage is adequate.

4. *Payment Approvals:*

- A motion to reimburse Patricia Trillet \$65.46 for community expenses associated with the Halloween Parade and festivities was made, seconded and passed unanimously.

Committee and Work Area Reports:

Grounds and Landscaping: Bill Saint reported:

- Entrance landscaping has been completed. Children waiting for the school bus have been seen damaging the plants. A sign has been posted "Please do not walk on the new garden". Also, a low, edging fence has been put in place to protect the plants until they are established.
- Prioritized as the second landscaping projects is the area at the upper end of Readsborough Court. A motion was made to pay Jeff Lange \$400.00 to prepare a plan for landscaping the that area was made, seconded and passed 4 yeas to 1 nay.
- First leaf collection went well, despite all the rain. A second collection will be in December.

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- There is a large pile of branches behind 3142 Delburne Court. A motion was made to direct Blade Runners to remove this brush pile; it was seconded and passed unanimously.
 - A Redbud tree, obtained without expense, was planted Readsborough Court in replacement of a maple tree had to be removed. A motion was made to approach various vendors to inquire into the cost of a maple to replace the Redbud. The motion was seconded and approved unanimously. The Redbud will be replanted in the Mews.
 - Readsborough Court has many maple trees planted along its length. Several arborists and landscapers have observed that several may be diseased. The motion made to ask the arborist working with Blade Runners to assess the health of the maples was seconded and approved unanimously.
 - Margaret Kerr-McKown has requested 124 trees and bushes from the Fairfax ReLeaf, a non-profit organization whose mission “is to conserve, restore and promote urban forests in Northern Virginia.” There will be no charge for the bushes and trees.
2. *Communications Coordinator:* Marcie Foster reported that information regarding the transition from Republic Services to American Disposal Services is in process and will be distributed as soon as it is available.

Next Meeting: The next board meeting is scheduled for 17 December 2018 at 7:30 p.m. at The Virginian, located at 9229 Arlington Blvd., Fairfax, Virginia

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made and unanimously carried the meeting was adjourned at 9:06 p.m.



Margaret Kerr-McKown

26 February 2019

Approved