

MINUTES of  
**CHESTERFIELD MEWS COMMUNITY ASSOCIATION**

Regular Meeting of the Board of Directors

June 6, 2019

The Virginian, 9229 Arlington Blvd., Fairfax, Virginia

**Board Members in Attendance:**

Marcie Foster	Helen Fortner
Emilie Brundage	Zhao Yan
Dilma Zurita	Siavash Ansari
Margaret Kerr-McKown	

**Board Members Absent:** Matthew Pepper

**Others Present:** Teda Yang, community member and Glenn Broussard, community member.

**Call to Order:** The monthly meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 7:37 p.m. by Marcie Foster who presided. Margaret Kerr-McKown recorded the minutes. A quorum of directors being present, the meeting proceeded with business.

**Open Forum:**

- Teda Yang expressed concern regarding the sewer line near his home.
- Glenn Broussard commented on the landscaping at the Community entrance.

**Approval of Minutes:** A motion to approve the Minutes of the 11 April 2019 Board meeting was made, seconded and carried unanimously. A motion to approve the Minutes of the 20 May 2019 Board special meeting was made, seconded and carried unanimously.

**Election of Officers:** Elected were Helen Fortner, Treasurer and Margaret Kerr-McKown, Secretary. Whether it is necessary to have a President and Vice President will be researched.

**Community Member comments and concerns relayed on the website:**

- The possibility of termite infestation of the retaining wall behind the homes on Delburne Court was reported.
- A dead tree, on Upper Eakin Park Court was reported.

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**Treasurer's Report:** Helen Fortner reported

*Payment Approvals:*

- A motion to reimburse Marcie Foster \$146.28 spent on the Spring newsletter was made, seconded and carried unanimously.
- A motion to reimburse Helen Fortner \$59.50 spent on postage to mail the billing for dues was made, seconded and carried unanimously.
- A motion to reimburse Siavash Ansari \$200.00 for a contribution to the Fairfax Circle Church was made, seconded and carried unanimously. This contribution to the Church was made in appreciation of allowing the Association to use their building for the Annual Meeting. This contribution had been approved by the Board in advance of the Meeting and is the same amount as in prior years when Annual Meeting was held at this facility,

**Committee and Work Area Reports:**

*Paving Working Group:* Following discussion of the work done by the firm J2 on the Request for Proposal (RFP) to be sent to invite contractor bids to make repairs within the community, Margaret Kerr-McKown made a motion to direct J2 to issue the RFP with dates as amended. Dilma Zurita seconded, and the motion passed unanimously.

**New Business:**

*Grounds and Landscaping:*

The Board discussed the Mr. Yang's concerns regarding the sewer line going into his home and decided further research was necessary.

The Board discussed the possibility of termite infestation of the Community retaining wall behind the homes on Delburne Court. It was agreed that inspection and treatment, if necessary, were the appropriate actions. Margaret Kerr-McKown made a motion to allocate up to \$800.00

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for termite inspection and treatment if necessary. Motion was seconded by Dilma Zurita. Vote was taken and passed unanimously. Dilma Zurita agreed to arrange for termite inspection and treatment, if necessary.

The Board discussed the need to remove the dead trees in the community and Emilie Brundage offered to contact arborists and obtain their prices for the work.

**Next Meeting:** The next board meeting is scheduled for June 25, 2019 at 7:30 p.m. at The Virginian, located at 9229 Arlington Blvd., Fairfax, Virginia

ADJOURNMENT: The meeting was adjourned at 9:33 p.m.

  
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Margaret Kerr-McKown

25 June 2019

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Approved