

MINUTES of
CHESTERFIELD MEWS COMMUNITY ASSOCIATION

Regular Meeting of the Board of Directors

July 24, 2019

The Virginian, 9229 Arlington Blvd., Fairfax, Virginia

Board Members in Attendance:

Dilma Zurita

Emilie Brundage

Zhao Yan

Marcie Foster

Helen Fortner

Matthew Pepper

Margaret Kerr-McKown

Board Members Absent: Siavash Ansari.

Others Present: Steve Shaw, representing the community's property management company, Select Community Services, Mary McGarvey Lexi Chaung.

Call to Order: The monthly meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 7:39 p.m. Margaret Kerr-McKown presided and Dilma Zurita recorded the minutes. A quorum of directors being present, the meeting proceeded with business.

Open Forum: Margaret introduced Lexi Chaung to the Board of Directors. Matt nominated Lexi to serve as the 9th Board of Directors member. Emilie seconded the nomination.

Approval of Minutes: A motion to approve the Minutes of the 25 June 2019 Board meeting was made, seconded and carried unanimously.

President's Report: Margaret presented her Report to the Community. The report describes briefly association's background, services provided by the property manager, and a clarification of a couple of matters from the first few months of the year.

Treasurer's Report: Helen Fortner reported

1. *Dues:* All residents have paid dues – \$52.45 shortage because 5 accounts paid last year's rate. No bad debts are anticipated.
2. *Savings, Investments:* Helen Fortner moved that up to \$100,000 of the \$200,000 operating funds balance at 6/30/18 be invested in safe, interest bearing account which could be easily transferred back to the operating account as needed. This motion was approved unanimously.

Committee and Work Area Reports:

Communications: Marcie Foster communicated that we have a lot coming due to the upcoming paving project. Therefore, a strategy to communicate is a priority. She will update the website with updates and news.

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Margaret identified community members who are willing to translate communications into other languages. This would be an effort to include more community members in the Mews affairs as well as spread the community news among neighbors.

Architectural: Mary and Emilie informed the Board that a request for a railing installation was received. Several homes in the community currently have railings. Board members agreed that a railing represents safety and sees the value to evaluate what are the most common rails in the community. Mary will take pictures of existing rails and send those to SCC. Steve Shaw was requested to provide examples of other associations, research solutions adopted by other associations, and identify potential rail(s) we could adopt.

The Board decided to approve the request to install the rail based on the merits and have the recommendations in place for future railing installation requests.

The Architectural committee believes that Rosina Schacknies or Rebecca Jones could fill the 3rd opening for this committee. Lastly, for architectural inspection violations, the cost per letter is \$20.

Grounds and Landscaping: No action was taken on the June 26 motion made to hire Home Paramount for \$670 to treat the retaining wall for termites and carpenter ants. Steve Shaw shared the arborist's explanation that termites die when they see light because they live in dark. Outdoors is a very extreme environment for termites to survive. Steve Shaw did not get bids to repair sections of the retaining wall. Instead, he recommended to replace the wood retaining wall when the budget allows in the coming years.

Paving Working Group: Steve Shaw continued to work with Bob Brown on RFPs for Contractors and reported that two out of eight anticipated bids were received: Reston Paving and Superior submitted proposals. Steve will make a matrix contracting fee based on the proposals received for analysis.

Old Business: After consultation with the Association's attorney, the Board decided unanimously to deny a homeowner's request to install an electric car charging station in a community parking space.

Following on the 6 June discussion of removing the dead trees and pruning dead branches that are high in some trees, and instructing Steve Shaw on the June 26 meeting to review the Association landscaping contract for tree trimming and if not included to obtain RFPs for trimming and maintenance: Steve reported that he received three bids and will email the three bids to the Board of Directors for review, study, and decision.

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The light at 3139 Colchester – Two work orders currently exist, Margaret's and SCS's. Margaret will follow up on hers order because its older than the second one.

New Business:

- Replanting trees to replace the ones to be cut down.
- Matt mentioned the issue with the mailbox on Eakin park.

Board Directors HomeWork:

- Bring a list of pending items and/or activities for the Calendar
- Guysborough quotes to repair the slope
- Study/Review Upper Readsborough project
- Study/Review bids to cut down the trees
- Study/Review bids to fix the slope as a safety issue

Next Meeting: The next board meeting is scheduled for 28 August 2019 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 9:10 p.m.


Dilma Zurita

Approved