

MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
ANNUAL MEETING
May 4, 2010

Call to Order: The Annual Meeting of the Chesterfield Mews Community Association was held at the Kena Temple located at 9001 Arlington Boulevard, Fairfax, Virginia. The meeting convened at 7:33 p.m., with President Ginny Howden presiding, and Margaret Kerr-McKown, as Secretary, taking minutes.

Board Members in Attendance: Ross Bankson
Michael Epley
Ginny Howden
John Miller
Margaret Kerr-McKown
Bruce Pincus
Brian Saal

Establishment of Quorum. All Board Members were in attendance and 34 community members were either present or had provided a proxy; thus establishing a quorum for election of Board Members but not quorum for voting on the increase of annual dues. Since no increase was to be proposed, the meeting continued.

Proof of Notice of Meeting. Ginny Howden provided Proof of Notice of the Meeting.

Approval of the Minutes of the Last Annual Meeting. A motion was made to waive the reading of the Minutes of the Annual Meeting of 2009, which was held on 28 April 2009. The motion was seconded and approved by unanimous voice vote. A motion was made to approve the Minutes of the Annual Meeting of 2009. The motion was seconded and approved by unanimous voice vote.

REPORT OF OFFICERS AND COMMITTEES

PRESIDENT'S REPORT:

Ginny Howden, President, provided a brief month-by-month review of the projects accomplished in the past year and thanked outgoing Board Member Bruce Pincus for his service. She then reminded the community that the prior President, Candace Baker had moved out of the area; and announced a vacancy on the Board resulting from the resignation of Nancy Michel.

TREASURER'S REPORT:

Bruce Pincus, Treasurer, presented an overview of the projected full year expenses. Then, he described the new dues Association Dues Collection Policy as follows:

Per the CMCA controlling documents, the association imposes annual assessments. Members in good standing have the privilege of paying their assessments in two semi-annual installments. To be considered in good standing, members must be current on their account. The collection schedule is as follows:

At billing, Members in good standing will receive a bill for one semi-annual installment and will have the documented 30-day grace period to pay their bill.

Members with existing delinquencies will receive a bill for the full annual assessment. The existing outstanding balance is due and payable immediately, the documented 30 day grace period applies to the newly billed full annual assessment.*

- 30 days late: Members will be sent a reminder notice, which will include an explanation of the fees and collection costs that will be charged to the member's account.
- 45 days late: A second reminder notice will be sent, warning of what will occur at 60 days late. This notice will include a copy of this policy.
- 60 days late: The CMCA attorney will send a notice of intent to file a lien. Interest of 6% will begin to accrue on any unpaid balance. If applicable, the second assessment installment will become immediately due and payable.
- 91 days late: A lien will be filed.
- 151 days late: A civil suit will be filed to collect the lien.

* To allow time for everyone to adjust, there will be a one-time exception to the new policy. For the May 1, 2010 dues billing only, members with existing delinquencies will be billed for the first semi-annual installment instead of the full annual assessment. The second installment will become due at 60 days, if they remain delinquent at that time. This exception applies only to the newly billed assessment. The existing outstanding balance remains due and payable immediately.

COMMITTEE REPORTS:

Architectural Control Committee:

JoAnn Andren introduced the other Committee members: Nancy Minter and Tracy Thompson. She presented the Architectural Control Guide in which homeowners can find information on approved exterior paint colors, fences, courtyards, and lighting fixtures.

Parking Committee:

Brian Saal described progress in the problem of commercial vehicles parking along the access road. Fairfax County Police Department will be putting notice of the law on the

illegally parked vehicles then ticketing the drivers if they continued to park on the access road in violation of the law.

NOMINATION AND ELECTION
OF THE BOARD OF DIRECTORS

Ginny Howden solicited nominations from the floor and opened the floor to the candidates for brief introductions.

Following introduction of the candidates and a question and answer opportunity, Ginny Howden suggested approval of the slate by acclamation. This suggestion was seconded and approved by unanimous voice vote.

The following candidates were elected to the Board of Directors: Gordon Silcox of 3159 Colchester Brook Lane; JoAnn Andren of 3160 Readsborough Court; Nancy Minter of 3137 Eakin Park Court; Ginny Howden of 3165 Eakin Park Court; and Margaret Kerr-McKown of 3145 Guysborough Drive.

MEMBERS OPEN FORUM: No issues were brought before the Meeting.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 9:21 p.m.

M. Kerr-McKown

Secretary

24 May 2011

Date of Approval