

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
Date: November 15, 2011**

Call to Order: A regular meeting of the board of directors for the Chesterfield Mews Community Association was held at the home of Kevin Noca, 3159 Readsborough Court, Fairfax, Virginia, on November 15, 2011. The meeting convened at 7:30 p.m. President Nancy Minter presided and Margaret Kerr-McKown took minutes as secretary.

Board Members in Attendance: Jo Ann Andren
Margaret Kerr-McKown
Nancy Minter
Kevin Noca
Robert Parker
Bruce Pincus,
Brian Saal
Gordon Silcox

Board Members Absent: Ross Bankson

Community Member in Attendance: Helen Fortner of 3179 Eakin Park.

Open Forum: No matters were brought to the Board.

Approval of Minutes: The Minutes of the October 2011 meeting were reviewed. A motion was made, seconded and passed unanimously to approve the Minutes.

Treasurer's Report: Referring to the report from GHA, led to a discussion of delinquent accounts and budget execution. The community should continue to put its available funds to work for the community and plan for spring activity in accordance with a new budget. Brian Saal made a motion to apply \$40,000 to a new CD; the balance of funds should be taken from the money market fund and additional income received from the recent major delinquency payment. The motion was seconded and passed unanimously.

Robert Parker made a motion that the Treasurer should manage the CD ladder as established and keep the board informed. Kevin Noca seconded and the motion passed unanimously.

The goal of the board continues to be to judicially allocate its budgeted funds for grounds and capital improvements while seeking to reduce delinquencies by all available means.

Old Business:

Grounds: Jo Ann Andren provided an update on the work of Professional Grounds and reported that she is communicating with Kathy Reiter to schedule a visit with Professional Grounds representative to her backyard to look at the erosion she brought to the board.

Margaret Kerr-McKown and Brian Saal were named to a Grounds Working Group.

Website: Kevin Noca provided an update on the website (www.InTheMews.com). The ad space has been removed and the Welcome Kit has been revamped and is in review. Once it is ready the board will distribute it to all homes in the community.

Hallowe'en Parade: Kevin Noca presented receipts for \$78.93 for expenses the Trillets incurred for the parade; they will be reimbursed in accordance with a board decision taken in September.

New Business:

Insurance Renewal: Nancy Minter will receive the fees for continuing the existing insurance policies and circulate the information via email.

November Homeowners Association Assessments have been sent out.

Next meeting will be held in January 2012, to clear the calendar for holiday travel.

Robert Parker made a motion to adjourn at 9:07p.m. Kevin Noca seconded and the motion passed unanimously.

M. Herr-McKown

Secretary

24 January 2012

Date of Approval