

**MINUTES OF  
CHESTERFIELD MEWS COMMUNITY ASSOCIATION  
Regular Meeting of the Board of Directors  
May 28, 2013**

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**Call to Order:** The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Kevin Noca located at 3159 Readsborough Court, Fairfax, Virginia. The meeting convened at 7:36 p.m. President Bob Parker presided and Gordon Silcox took minutes as secretary.

**Board Members in Attendance:**

Ross Bankson	Bill Saint
Margaret Kerr-McKown	Gordon Silcox
Kevin Noca	John Whitlock (elected at this meeting)
Robert Parker	Jimmy Xu
Bruce Pincus	

**Community Members in Attendance:** Helen Fortner of Eakin Park Court, Jean Mielczarek of Readsborough Court.

**Approval of Minutes:** The minutes of the **April 24, 2013** board meeting were reviewed. A motion to approve the minutes as submitted was made, seconded and carried.

**Open Forum:** Jean Mielczarek agreed to provide solar panel information to homeowners once guidelines are approved by the board, and recommends that all residents review the information she will provide before finalizing a decision to implement any solar panel project.

**Treasurer's Report:** Bruce reported finalizing arrangements with the auditor Dan Hamad to prepare the audit and tax returns for the last fiscal year. Bruce indicated there is a \$2,000 difference between GHA and our FY2012 "Actual Ending Balance" contained in the "Capital Reserve Analysis" provided at the April 30<sup>th</sup> annual meeting. The board agreed the Treasurer would utilize the audit ending on April 30, 2013 to resolve this difference.

**Election for Open Position:** In accordance with the recommendation of the nominating committee, Bill Saint moved that John Whitlock be elected to fill the remainder of Brian Saal's three-year term as board member. Second: Kevin. The motion passed.

**Election of Officers:** After discussion and secret vote the following were elected to one-year terms as officers:

President:	Bob Parker
Vice President:	Gordon Silcox
Treasurer:	Jimmy Xu
Secretary:	Bill Saint

**Election of Committee and Working Group Positions:** After discussion, Bob moved that Margaret Kerr-McKown be appointed as Grounds Liaison. Second: Bruce. The motion passed. Bill Saint and John Whitlock volunteered to serve as board Grounds Working Group members in accordance with the Grounds Working Group charter. Margaret moved that Bruce Pincus be appointed to the Architectural Control Committee as chairman, Ernie Keiser as member, with the third ACC member to be appointed later. Second: Ross. The motion passed.

**Committee and Work Area Reports:**

*Grounds and Landscaping:* Bob reported that our new contact at Professional Grounds, Gregg Basse conducted a community walk-through on May 25 with board members Bob, Bill and Gordon, and Grounds Working Group member Helen Fortner.

*Grounds Working Group:* Gordon's report included:

- Report on the May 18 Bloom Day community clean-up in which 21 adults/children participated.
- Basic goals of the GWG
- High priority and future projects
- Suggestion that minor changes in the GWG charter be considered. Bob urged that such changes be submitted to the board in writing for review prior to the June board meeting.

**New Business:**

*Trash Removal:* Bob reported that the new contract with AAA Recycling and Trash Removal Services (Republic Services, Inc.) begins on May 31. Signs will be posted in the community and a notice placed on [www.inthemews.com](http://www.inthemews.com) to remind residents.

*Management Contract:* After discussion, Bob moved that a review of our current management contract be conducted and proposals be solicited. Second: Margaret. The motion passed. Bruce volunteered to be responsible for drafting the RFP.

*Tennis Court Maintenance and aMusements Tot Lot:* Bruce mentioned his concern about loose toys left in the tot lot and suggested adding a basketball hoop. John and Bill offered to gather parents' opinions on these matters. After discussing various aspects of managing this area, Kevin moved that we solicit a proposal for tennis court cleaning and subject to receiving an acceptable bid go ahead with cleaning. Second: Margaret. The motion passed.

The next board meeting is scheduled for June 25, 2013, at 7:30 p.m. at the home of Bob Parker located at 3187 Readsborough Court.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried the meeting was adjourned at 9:52 p.m.

Gordon Silcox

Secretary

June 25, 2013

Approved