

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
July 23, 2013**

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, Fairfax, Virginia. The meeting convened at 7:37 p.m. Vice President Gordon Silcox presided in President Bob Parker's absence and Bill Saint took minutes as secretary.

Board Members in Attendance:

Margaret Kerr-McKown
Kevin Noca
Bruce Pincus
Bill Saint

Gordon Silcox
John Whitlock

Absent: Ross Bankson; Robert Parker; Jimmy Xu

Community Members in Attendance:

Helen Fortner of Eakin Park Court, Jean Mielczarek of Readsborough Court.

Approval of Minutes: The minutes of the **June 25, 2013** Board meeting were reviewed. A motion to approve the minutes as submitted was made, seconded and carried.

Open Forum: Jean Mielczarek compared the three erosion control proposals she had reviewed and recommended that a particular one be chosen. Bill Saint reported that the resident of 3193 Colchester Brook Lane had expressed a concern with curb deterioration and possible settling in front of his residence.

Treasurer's Report: According to our CPA, the auditor's report and tax returns will be completed this week.

Committee and Work Area Reports:

1. *Grounds Liaison:* Poison ivy has been sprayed and brush removed in a 4 ft. wide area along the north/west side of the tennis court. The truck ruts in the common ground behind Colchester Brook Lane have been filled and re-seeded.

2. *Board representatives on Grounds Working Group:* The Board approved the appointment of Bill Saint and John Whitlock as Board representatives on the Grounds Working Group (GWG).

3. *Grounds Working Group:* Cathryn Ramsey has communicated her concern with erosion in the common area behind her residence. The Board approved a motion that competitive bidding be used for the planting of replacement trees in the area of Kelly's Circle. The GWG has completed an inventory of entrance and island plantings to identify dead plants that should be replaced under Professional Grounds' one-year guarantee of its plantings. The Board approved a motion to ask Professional Grounds to post advisory flags whenever herbicides are to be applied. The Board approved the placement of a large donated pot of plants to obstruct vehicle access to the common area behind Colchester Brook Lane where truck ruts have twice been repaired. The

Board approved the urgent removal of a hornet's nest at the upper end of Readsborough at a cost not to exceed \$200. The Board approved the cleaning of the tennis court at a cost of \$1,095, provided satisfactory assurances are obtained for handling possible detergent runoff from the work. It also approved the purchase of a roller squeegee for resident use in clearing standing water from the tennis court.

4. *Grounds Working Group Charter*: A motion to modify the GWG Charter adopted in September 2012 passed with a vote of 5-1. The modifications are:

- Date of the term served by the GWG members was modified to end on 31 December.
- The following phrase was deleted from Paragraph IV.C.3. "Upon satisfactory completion of the work, the grounds liaison will see that invoices are forwarded to the treasurer for payment approval; the treasurer will then forward the invoice(s) to the property management company for action."

Old Business:

Private Toys in Tot Lot: John Whitlock reported that a telephone consultation with the CMCA legal counsel obtained the opinion that the Association could be liable for injury occurring in the use of private play equipment which has been deposited in the Tot Lot. The Board discussed the removal of all private toys and play equipment with a public notice explaining the reason for this action, but decided to seek additional inputs before proposing a course of action.

New Business:

Fall Yard Sale: The date of September 7, 2013 was approved for the community's Fall Yard Sale.

Next Meeting: The next Board meeting is scheduled for August 27, 2013 at 7:30 p.m. in the home of Gordon Silcox located at 3159 Colchester Brook Lane.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried the meeting was adjourned at 9:55 p.m.



Secretary

August 27, 2013

Date of Approval