

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
June 25, 2013**

Call to Order: The monthly meeting of the Chesterfield Mews Community Association Board of Directors was held at the home of Robert Parker located at 3187 Readsborough Court, Fairfax, Virginia. The meeting convened at 7:32 p.m. Robert Parker presided and Bill Saint took minutes as Secretary.

Board Members in Attendance:

Ross Bankson	Bill Saint
Margaret Kerr-McKown	John Whitlock
Robert Parker	Jimmy Xu
Bruce Pincus	<i>Absent:</i> Kevin Noca, Gordon Silcox

Community Members in Attendance: Helen Fortner of Eakin Park Court, Jean Mielczarek of Readsborough Court, John Miller of Eakin Park Court, Lyle Minter of Eakin Park Court, and Pilar Rubio of Colchester Brook Lane.

Approval of Minutes: The minutes of the **May 28, 2013** Board meeting were reviewed. A motion to approve the minutes as submitted was made, seconded and carried.

Open Forum: Pilar Rubio reported a continuing problem of mice at her residence in spite of a contract with exterminators and requested the Board to consider this as a community problem. John Miller queried the legality of boat parking on the service road (county parking ordinance), asked that the dead pine on the corner of Eakin Park and Guysborough be removed (it will be), and why a parking space on Eakin Park will be painted off (necessary for a fire lane).

Treasurer's Report: Jimmy Xu reported that the audit will be ready for Board review by July 15th. There is about \$21,000 carryover from 2012 for capital expenditures; the final number will be confirmed by the ongoing financial audit and reconciled with the last Reserve Study. He noted that a \$40,000 CD is expiring and needs to be re-invested. Also, the Association's money market account currently contains a balance of \$121,741 and Carty Massey, GHA Chief Financial Officer recommends investing \$40,000 in a CD. Jimmy Xu moved that the sum of \$80,000 be invested in CD's in accordance with the recommendation contained in Massey's email of June 17th. The motion was seconded by Bruce Pincus and carried unanimously.

Committee and Work Area Reports:

1. *Grounds and Landscaping:* The Board agreed that the Grounds Working Group will now receive and act on all grounds-related requests from owners. These requests should no longer be forwarded to the Grounds Liaison. Deep tire tracks were found on the common area behind Colchester Brook Lane. The Board authorized up to \$500 for Professional Grounds to repair the damage.

2. *Architectural Control.* Bruce moved, and Margaret seconded, that Quan Nguyen (Guysborough) be invited to join the Architectural Control Committee. The motion carried with a vote of 6 to 1.

4. *Solar Energy Collection Device Guidelines.* Draft guidelines were presented and discussed. Following the addition of a couple of introductory sentences, Bill moved, and Margaret seconded, that the guidelines be approved. Approval was unanimous.

Old Business:

Fire Marshall Response Status: The Board is still awaiting a response from the Country Fire Marshall to its April request for an exemption from fire lane requirements of a 28 ft. wide lane so that parking on one side of the streets will be possible.

aMewments Tot Lot: A survey of tennis court key-holders was carried out to determine whether the Board should regulate the number and quality of the private climbing structures and toys that have been placed in the Tot Lot, and also to inquire whether additional recreational activities are desired. Responses were limited, but these indicated that no Board regulation of private toys is desired. John volunteered to obtain a legal opinion on potential liability from the Association's legal counsel. Possible new activities suggested are an adjustable height basketball hoop, a soccer goal, and a tennis hitting board. Kevin volunteered to research the estimated costs of the basketball hoop for consideration at the next Board meeting. He will also obtain a price quote for cleaning the stains off the tennis court.

Review of the Management Company: At the September meeting, Jimmy Xu will provide his recommendation on whether to proceed with proposals for consideration of a new management company.

New Business:

Mice on Colchester Brook Lane: The Board discussed Pilar Rubio's request. Since no one had reported mice problems in the common areas, the Board did not find a justification for taking action. It concluded that mice problems within a residence are the sole responsibility of the owner. However, the Board decided to use its newsletter and its website to inform residents of what they can do to minimize the presence of mice and rats in the community.

Community Signage: Via the Mews' website, the Board agreed to seek suggestions from the community for directional signage to housing units.

Next Meeting: The next board meeting is scheduled for July 23, 2013, at 7:30 p.m. at the home of Kevin Noca, located at 3159 Readsborough.

ADJOURNMENT: There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 10:31 p.m.



Secretary

July 23, 2013

Date of Approval