

**MINUTES OF  
CHESTERFIELD MEWS COMMUNITY ASSOCIATION  
Regular Meeting of the Board of Directors  
October 22, 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 John Whitlock, located at 3132 Delburne, Fairfax, Virginia. The meeting convened at 7:35 p.m. Bob Parker presided and Bill Saint took minutes as secretary.

**Board Members in Attendance:**

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

**Community Members in Attendance:** Helen Fortner of Eakin Park Court.

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

**Open Forum:** Kevin Noca passed on two requests from Patricia Trillet of 3182 Readsborough. Her first request was that the Board purchase a free-standing play cottage for the Tot Lot. The Board favors looking into the purchase of a cottage that could be anchored into the ground due to the greater potential for liability with a free-standing unit. Gordon Silcox agreed to look into a more permanent solution. Patricia also asked that the Board establish a “social fund” to finance community gatherings such as the Halloween Parade; donuts/coffee for Rolling Thunder on Memorial Day Weekend; a neighborhood Potluck; and outside movies (“screen on the green”). Board reaction was favorable.

**Treasurer’s Report:** Jimmy Xu reported that GHA has not yet mailed the November billings for the semi-annual community assessments. Bob Parker will call GHA about this.

**Committee and Work Area Reports:**

*1. Grounds and Landscaping:* Grounds Liaison Margaret Kerr-McKown reminded the Board that the current grounds maintenance contract expires on December 31<sup>st</sup>. The Board voted unanimously to approve a contract with *SavATree* for phase II of dead tree and limb removal at a cost of \$3,982. The Board also voted unanimously to approve a contract with *Professional Grounds* to re-landscape Kelly’s Circle at a cost of \$2,697.44. The Board approved yellow painting for the east side curbs in Lower Eakin Court with a vote of 7 – 1 in order to eliminate the current practice of parking cars on both sides of the street so that emergency and service vehicles can have access to all units. The Board discussed a proposal for erosion control at the lower end of Colchester, but deferred a decision until the next Board meeting in order to clarify

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the amount of funds remaining for such purposes and identify possible competing needs during the remainder of FY 2013. Finally, the Board approved a contract with Professional Grounds to provide snow removal and sanding services this winter.

2. *Architectural Control*: Final Discrepancy Notices were mailed by GHA. This concludes this year's inspection actions.

**New Business:** John Whitlock introduced a motion to replace three stop signs and three 15 mph signs in the community, which was approved unanimously. It is time to plan for curb and sidewalk repairs. Bill Saint volunteered to undertake a preliminary assessment and marking of locations needing attention.

**Next Meeting:** The next board meeting is scheduled for Tuesday, December 3, 2013, at 7:30 p.m. at the home of Kevin Noca, located at 3159 Readsborough. The first meeting of the new year will be held on January 28<sup>th</sup> at the home of Gordon Silcox.

**ADJOURNMENT:** There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried the meeting was adjourned at 9:36 p.m.

  
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Secretary

December 3, 2013  
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Approved