

**MINUTES OF  
CHESTERFIELD MEWS COMMUNITY ASSOCIATION  
Regular Meeting of the Board of Directors  
March 25, 2014**

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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 7:34 p.m. Bob Parker presided and Bill Saint took minutes.

**Board Members in Attendance:**

Ross Bankson	Bill Saint
Margaret Kerr-McKown	Gordon Silcox
Kevin Noca	John Whitlock
Robert Parker	Jimmy Xu
Brian Saal	

**GHA representative in Attendance:** Carrie Wakefield, Portfolio Manager.

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

**Approval of Minutes:** The minutes of the February 25, 2014 board meeting were reviewed. A motion to approve the minutes as submitted was made, seconded and carried.

**Open Forum:** Two email requests were received from community residents. One requested removal of a dead bush behind 3189 Readsborough. The other asked that a tree scheduled to be planted near the resident's parking space be canceled.

**Treasurer's Report:** Jimmy Xu requested the GHA to strive for closer consistency between the delinquent status report and the monthly financial report. He also reported that the currently remaining uncommitted balance for this fiscal year is a little over \$11,000. Jimmy then introduced a discussion of the draft budget proposal for 2014/2015 that will be presented at the annual meeting. Discussion sought explanations for some figures and also explored various possible options. In accordance with the existing bylaws, it was moved and seconded that the homeowner assessments for the coming year be raised by 1 percent consistent with the twelve month CPI for Urban Areas reported for October 2013. The motion passed with a vote of 8-1. As a result, an additional income of \$1,800 is projected for the coming year which will be added to the budget item for Common Area Maintenance. In light of the healthy state of the community's capital reserve fund, it was moved and seconded that the reserve contribution for the coming year be 85 percent of the amount suggested in the most recent Reserve Fund Study, and that funds representing the other 15 percent of this contribution (\$8,046) be allocated to Grounds, Landscaping and Irrigation. The motion passed with a vote of 8-1.

**Committee and Work Area Reports:**

*1. Grounds and Landscaping:* Proposals have been requested for (1) replacement of 10 mailboxes; (2) clearing and mulching a 12 ft. area along the west side of the tennis courts; and

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(3) setting in cement the flagstone path at the top of Colchester Brook Lane. Recommendations may be forwarded for consideration at the Board meeting in April.

2. *Architectural Control Committee.* Preparations for the annual Spring inspection are underway.

### **Old Business:**

1. *Fire lane modifications.* Bob Parker reported that a response had been received to his earlier letter inviting the Fire Marshal to visit Chesterfield Mews to see firsthand how directed changes to curb parking in the community would impact the residents, and that he had also discussed it by phone with the Fire Marshal. Since the original, county-approved plans for the community included fire lanes, the Fire Marshal does not have the discretion to approve modification of the current regulations. Following discussion, the Board agreed to ask the CMCA lawyers for an opinion on the feasibility of filing an appeal to this decision.

2. *Cleaning of the tennis court.* John Whitlock obtained an updated proposal from the American Tennis Courts, Inc. to clean the artificial surfaces to the tennis court, the basketball court and the playground (including equipment) for \$1,299. Earlier this year, an amount of \$1,000 was approved by the Board for this purpose. A motion to approve the proposal was moved, seconded and approved unanimously.

### **New Business:**

1. *Nominating Committee.* Following the resignation of Board member Bruce Pincus as chair of the nominating committee, a new chair is needed to perform this function at the annual board meeting next month. Margaret Kerr-McKown graciously volunteered to take on this responsibility.

2. *Zoning Board Public Hearing.* Brian Saal kindly volunteered to attend this meeting on April 16<sup>th</sup> regarding a request to re-zone the land currently occupied by Craven's Nursery for residential use, and to report back to the Board. Bob Parker has contacted the builder who has plans to develop the site and will share any materials and conversations.

**Next Meeting:** The next board meeting is scheduled for April 22, 2014, at 7:30 p.m. at the home of Kevin Noca, located at 3159 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 9:40 p.m.

  
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Secretary

April 22, 2014  
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Approved