

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
July 22, 2014**

Call to Order: The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Gordon Silcox. The meeting convened at 7:39 p.m. Gordon Silcox presided and Patrick Raitt took minutes as secretary.

Board Members in Attendance:

Brian Saal	Bill Saint
Robert Parker	Gordon Silcox
Patrick Raitt	John Whitlock
Jimmy Xu	

Absent:

Kevin Noca
Margaret Kerr-
McKown

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

Approval of Minutes: The minutes of the June 24, 2014 board meeting were reviewed. There were minor modifications to the Grounds Working Group and Treasurer Report sections. With this input, there was a motion to approve the minutes as corrected which was seconded and carried; Brian Saal abstained.

Open Forum:

Helen Fortner of Eakin Park Court raised the following items:

1. She suggested that the board needed to create and publicize guideline for clustering garbage and recycling, which should include how to bag trash properly and encouraging residents to not put trash on landscaping.
2. Helen also pointed out that the Chesterfield Mews welcome kit is not being distributed consistently to new residents. Gordon Silcox agreed to talk to Carrie Wakefield, Portfolio Manager at GHA about dissemination.

Treasurer's Report:

1. Treasurer Jimmy Xu shared that the numbers are not correct in the most recent financial report from GHA. He has made them aware of the errors, which they will fix and resend to the BOD.
2. Jimmy Xu shared that there is another round of expiring CDs coming up. We will review in August and make a decision on how to invest the available funds at that point.
3. Brian Saal suggested exploring investments with better returns that also had limited risk. Jimmy said he will explore in GHA and the community attorney.

Committee and Work Area Reports:

Grounds and Landscaping:

1. John Whitlock reported that the arborist found no problem with scale or other issues related to the tall Readsborough maple trees.
2. John Whitlock and Bill Saint shared that they have created a spreadsheet of approved projects for the board to review and rank individually. The spreadsheet will be circulated to board to rank and sent back to grounds working group.
3. Brian Saal shared that the proposal we sent to the local water agency was declined; Brian suggest that we explore county funding available for Chesapeake restoration.
4. There was a motion to authorize spending of up to \$16,000 to replace up to 10 community mailboxes. This motion voted on was unanimously approved.
5. There was a motion to approve funding for fungicide treatment of up to \$100 for the pachysandra planting at the corner of Blairmore and Colchester. The motion was unanimously approved.
6. The board voted and unanimously approved to authorize the Grounds Liaison to incur expenditures associated with landscape maintenance projects for up to \$500 per month without having board approval for each request. The Grounds Liaison will provide a monthly report on any projects that fall under this category.
7. The board voted and unanimously approved to authorize the Grounds Liaison (in concert with the President and/or Treasurer) to incur expenses of up to \$1000 to address emergency issues related to the neighborhood grounds (ex: addressing damage to trees from a storm).

Architectural Control Committee:

1. Gordon Silcox discussed summary of ACC violations. 77 units in violation. He shared that the violation letters will be going out in July.
2. Brian Saal suggested that we update and share recommended contractors for neighborhood.

Streets and Parking

1. It was suggested we provide update on parking compliance in next newsletter.
2. Brian Saal said he would circulate a proposal from a civil engineer review by email.
3. The board agreed (though did not vote on this) that ultimately we need three distinct proposals (in terms of scope and cost) to address the parking issue that we would share with the community for input before we select the final proposal/plan. The goal of the undertaking will be to create the maximum amount of parking spaces as least disruptively and least expensively as possible.
4. Following up on a community member suggestion from the June Board Meeting, Bob Parker confirmed that Virginia Department of Transportation road width-parking rules (which are less strict) do not trump fire Marshall rules (which are more strict).

New Business:

1. Pat Raitt suggested the idea of exploring a Facebook page for the community to share pictures and event notifications. The board gave support to explore.
2. The board discussed the fact that with both Brian Saal and Bob Parker moving from the neighborhood that we may have open spots which we'll need to fill. Both Brian and Bob are willing to stay on the board for the foreseeable future.

Old Business:

1. Patrick Raitt provided an update on the 4th of July party that it was a great success with excellent turn out from the neighborhood. There was a lot support for similar community events moving forward.

Next Meeting: The next board meeting is scheduled for August 26, 2014 at 7:30 p.m. in the home of John Whitlock located at 3132 Delburne 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 10:05 p.m.

Patrick Raitt
Secretary

August 19, 2014
Approved