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## 2 –THE COMMUNITY ASSOCIATION

*This section provides a brief overview of the Chesterfield Mews Community Association and its management. For official information, please refer to the community's by-laws and covenants, available on the Association website.*

### **Association Management**

The Chesterfield Mews Community Association (CMCA) was established and incorporated in July 1975. Every homeowner in the Mews is a member of the association; each household is entitled to one vote in association business.

The CMCA is managed by an elected, volunteer Board of Directors. The Board is responsible for overall management of the neighborhood association, including such duties as developing and approving an annual budget, establishing the annual assessment, and oversight and monitoring of common grounds and architectural control. The Board may delegate some matters (e.g. collecting annual assessments, landscaping) to outside parties. CMCA does not have a role in mediating issues between individual homeowners, unless such issues relate to community property or adherence to the association's bylaws.

The Board currently contracts with Select Community Services (SCS) to support community management.

Select Community Services  
4840 Westfields Blvd, Suite 160  
Chantilly, VA 20151  
[www.scs-management.com](http://www.scs-management.com) | 703-631-2003

*You can find names, positions, specific responsibilities, and contact information for current Board members in each newsletter and on the website ([www.inthemews.com](http://www.inthemews.com)). If you have a question, comment, or concern, please feel free to use the "Contact Us" section of the website.*

### **Community Meetings**

All community members are welcome to attend Board meetings:

- **Monthly Meetings:** The Board currently meets on the fourth Tuesday of each month at 7:30 p.m., unless otherwise noted in the newsletter or on the website.

Board meetings are held nearby at *The Virginian* Retirement community. *The Virginian* is located at 9229 Arlington Boulevard, Fairfax, VA.

- **Annual Meeting:** The Board of Directors convenes an annual meeting each spring around the end of April; formal announcement of the meeting is sent to each household. The purpose of the annual meeting is to elect new Board directors, present the annual budget (including the assessment rate for the year), report on the business affairs and other issues of the community, and solicit feedback and comments from residents. All homeowners are strongly encouraged to attend. If a voting member is unable to attend in person, they can provide a proxy to an attending homeowner.

In addition to the monthly Board and annual community meetings, the Board also may call special meetings as needed. In rare cases, these meetings are closed to the community.

## Committees

The CMCA has four active committees and also establishes temporary working groups to address issues as they arise. Committees may hold regular meetings, which are announced on the website. All homeowners are welcome to attend.

Committee	Role
Nominating Committee	Accepts and puts forth nominations for the Board of Directors.
Architectural Control Committee	Interprets and enforces covenants relating to the community's architectural and aesthetic integrity.
Social Working Group	Plans social events for community members.
Communications Working Group	Publishes the quarterly newsletter, maintains the web site, and facilitates other communication between the Board and homeowners.
Grounds Working Group	Coordinates and plans community grounds projects and responds to questions and concerns from homeowners regarding grounds.