

MINUTES of
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
April 22, 2020
Teleconference

Board Members in Attendance/Called-in:

Helen Fortner	Zhao Yan
Emilie Brundage	Dilma Zurita
Marcie Foster	Margaret Kerr-McKown

Board Members Absent: Matthew Pepper and Siavash Ansari

Others Present: Homeowners: Rosina Schacknies; Mary McGarvey, Robin Phaiju, Pilar Rubio, Arash Zarmehr; and Steve Shaw, representing the community's property management company, Select Community Services.

Call to Order: The regular monthly meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 6:08 p.m. by Helen Fortner, Treasurer, who presided as the one officer on the Board. Taking precautions against spreading COVID-19, this meeting was held via teleconference arranged by Mr. Shaw. The teleconference was scheduled for 6:00 to 8:00 p.m. A quorum of directors being present, the meeting proceeded with business.

Open Forum:

- Robin Phaiju, request for HOA tree branches to be trimmed from his roof, wall, and windows.
- Rosina Schacknies expressed concerns regarding erosion and power-seeding.
- Mary McGarvey expressed concerns about drainage issues and water accumulation behind her home.
- Pilar Rubio, Colchester Brook Lane expressed concerns about the property behind her residence.

Approval of Minutes: A motion was made and seconded to approve the Minutes of the March 25, 2020 Board meeting. Vote was taken and the motion was approved by a vote of 3 yea, 2 nay.

Board of Directors Meeting Minutes

Treasurer's Report:

Helen Fortner presented the Treasurer's report

- A motion was made to suspend the dues late fee this year. The motion was seconded and passed.
- A motion was made to reimburse Helen Fortner \$48.73 for the purchase of safety cones to mark the asphalt problem on Lower Eakin Park Court. The motion was seconded and passed unanimously.
- A motion was made to reimburse Helen Fortner \$74.72 for expenses incurred in mailing out the bills for the first half of the year's HOA dues. The motion was seconded and passed unanimously.

Helen Fortner presented the draft annual budget for 2020-2021. After discussion, a motion was made to hold a Special Meeting on Monday, April 27, 2020 for the sole purpose of finalizing a budget for the 2020-2021 fiscal year. The motion was seconded and passed unanimously.

Committee and Working Group Reports:

- Communications: Marcie Foster reported that some homeowners have expressed frustration that they do not receive an immediate response when they use the Contact button on the website via email. Legal Board training was clear that the Board is not to discuss matters on the website or via email. The Board can respond during the next regular meeting.
- Architectural Control Committee: No report.

Unfinished Business:

- Asphalt issue on Eakin Park Court. After discussion, Steve Shaw was requested to continue to work with J2 Engineering for evaluation of the causes and best resolution to the issue. He was also asked to obtain the services of another engineering company if J2 cannot meet the expectations of the Board.

Next Meeting: The next regular board meeting is scheduled for May 27, 2020 by teleconference.

Board of Directors Meeting Minutes

ADJOURNMENT: Work of the Board was not complete; however, the teleconference was scheduled to be from 6:00 to 8:00 p.m. and the meeting was adjourned at 8:12 p.m.

Marcie Foster

Approved