

Draft minutes
Chesterfield Mews Community Association

Board meeting
December 16, 2020
Via video conference

Board members in attendance/called in

Dave Sobel
Ping Shu
Mary McGarvey
Rosina Schacknies
Dilma Zurita
Helen Fortner
Emilie Brundage

Board members absent: Arash Zar and Sia Ansari

Others present: Homeowner Ted Yang 3165 Readsborough Court and Steve Shaw representing Associa, the property management company engaged by Chesterfield Mews.

Call to order: The first monthly meeting of the new Board was called to order at 7:00 PM. Dave Sobel presided. Emilie Brundage recorded the minutes. A quorum of directors being present, the meeting proceeded with business.

Approval of minutes: Minutes from October 28 were approved

Election of officers:

President: Dave Sobel
Vice President: vacant
Treasurer: Helen Fortner
Secretary: Emilie Brundage

President's report:

Based on homeowner's comments at the annual meeting, Dave Sobel opened a discussion about ethics and transparency. He will ask the association lawyer to review a code of ethics pledge for Board members.

Agenda Items:

The Architectural Control Committee (ACC) needs a third member. The position will be advertised on the website and in the community.

The Ground Working Group is dissolved. The Board will work together to address grounds

issues.

Matthew Pepper was approved as the contact person for the snow contract.

Helen Fortner and Dilma Zurita will review documents pertaining to JP Lange consultation, recommendations, actions and costs incurred to date. DELETE: with a plan to update.

Proposals to prune problem trees and other trees at the same time will be reviewed by the Board.

A special meeting will be scheduled to review current insurance and potential future needs.

Legal training will be scheduled.

Open Forum:

Ted Yang reported water pooling on courtyard, next to his step. He asked whose responsibility it was to do the necessary repair. Ted will research ownership of that area. Based on ownership he will do the repair or request the association to do it.

Late fees: Dave Sobel made a motion to suspend late fees for homeowners requesting it if based on financial hardship related to Covid 19. Motion was seconded and passed with 6 in favor and 1 not in favor. Helen pointed out that the original suspension of late fees was passed in April 2020 for the entire 2020-2021 fiscal year and this change was not announced in advance to community members.

Water issue lower Readsborough Court: Emilie Brundage moved to put together documentation of the problem statement and to coordinate with Steve to engage with the County to find solutions including recommendations. Any changes to the area will be delayed until this is done. It will be the input for further discussion. Motion was seconded and passed unanimously.

Unfinished business:

A motion was made and seconded to table other items on the agenda to the next meeting. The next meeting will be January 6 at 7:00 PM.

Adjournment: There being no other business, a motion was made, seconded, and unanimously approved to adjourn the meeting at 9:15 PM.

Respectfully submitted:

Emilie Brundage

Date