

DRAFT MINUTES of
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
September 23, 2020
Via Teleconference

Board Members in Attendance/Called in:

Dilma Zurita	Rosina Schacknies
Emilie Brundage	Siavash Ansari
Mary McGarvey	Pilar Rubio
Helen Fortner	Farah Farahmand

Board Members Absent: Arash Zar

Others Present: Homeowners 3131 Readsborough Ct, Robert; 3133 Readsborough Ct, Kim; 3135 Robin, 3179 Colchester Brook Ln, Dave; 3189 Colchester Brook Ln, Patrick; and Steve Shaw, representing the community's property management company, Select Community Services.

Call to Order: The monthly meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 7:13 p.m. Dilma Zurita presided and recorded the minutes. A quorum of directors being present, the meeting proceeded with business.

Approval of Minutes: A motion to approve the July 22, 2020 Regular Board Meeting Minutes was made and seconded. Vote was taken and the motion passed 4 yea, 1 no (Helen), 1 abstain (Siavash). A motion to approve the August 26, 2020 Regular Board Meeting Minutes was made and seconded. Vote was taken and the motion passed 6 yea, 1 abstain (Helen).

Open Forum:

3131 Readsborough Ct, Robert– The slope behind his home is out of shape and he is very concerned about it.

3133 Readsborough Ct, Kim - Concerned about the lawn behind her home.

3135 Readsborough Ct, Robin – Followed up on his request to trim the tree behind his house.

3179 Colchester Brook Ln, Dave and wife - Reported that a resident of 3165 dumped a large pile of brush on the curb about a month ago. They request the brush be removed soon because it is damaging the grass. SCS will send a violation letter to the owner of 3165 requesting that the brush be removed within 7 days. If no response, the established process for violations will be followed.

3189 Colchester Brook Ln, Patrick– Reported that around September 11, there was a storm and a branch from a tree fell on his car and damaged the roof. He attended the meeting at Emilie’s request-to let the board know what happened-.

President’s Report: Siavash had nothing to report. He expressed two concerns: 1) “to vote Helen as treasurer” in advance of the 2020 annual meeting. The motion was seconded. Vote took place 4 yea, 4 abstain; 2) Asked Steve Shaw, the community manager, if he had obtained the third proposal for the paving holes on lower Eakin. Steve said he did not obtain a third proposal.

Vice-president’s Report: No report (absent)

Secretary Report: Dilma reported that she emailed the board the July 22 Minutes and August 26 Minutes for approval.

Treasurer’s Report: No report

Committee Reports:

Grounds Maintenance:

In 2019 and 2020, the Bear Branch Terrace HOA Board put the CMCA Board on notice about a large dead Maple tree on CMCA’s common area close to their fence. Multiple Mews homeowners also submitted numerous requests for tree maintenance. In an effort to respond to all these demands, three quotes were obtained from Blade Runners, Barlett Trees, and Jake Butler Tree Service. Upon review of the three offers, the Board voted to award the contract to Jake Butler Tree Service.

As tree maintenance requests increased, the Grounds Committee opted for a more inclusive and comprehensive solution by prioritizing all received requests in Bucket#1, Bucket#2, and Bucket#3 which were emailed to the board. Given the dangers posed by the dead trees and dead branches, and in an effort to protect the community from injury and damage, the originally approved Jake Butler quote was modified as a cost effective measure to a “one day daily rate” of \$2,500 to take down dead trees and branches listed in Bucket#1. A motion was made to approve Jake Butler’s modified quote, and seconded. Vote took place with 8 yea, 1 No (Helen)

Architectural: Emilie reported that 49 violations will be sent to the management company. The management company will mail violation letters to the 49 homeowners.

Communications: The website Contact-Us form has been updated with all new board members email addresses. Therefore, new board members started to receive home owners requests to the board sent via the Contac-Us form.

Old Business: Not discussed

New Business: Not discussed

Next Meeting: The next board meeting is scheduled for 28 October 2020 at 7:00 p.m.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made and unanimously carried the meeting was adjourned at 9:12 p.m.

Dilma Zurita

Approved