

Meeting Minutes CGCA Board Meeting – April 14, 2011.

Board Members in Attendance:

Gwen - Absent

Geoff

William

Laura

Henri

Roland

Sara

Jonathan Sucher– Cardinal Management

I – Call to Order

All to order at 7:03PM by Geoff.

II – Guests at Meeting

Reston Association (Kelley Petrey, Nicki Bellezza) made presentation to Board regarding stream renewal, access behind property. Board inclined to grant access but needs Legal to review before approval.

III – Community Forum

Sara Noerr –

- Complaint regarding Laura's tenant smoking in unit. Geoff said Board can mediate but that this is an intra-unit issue and nothing Association can do legally.

Marion Tulino –

- Review of latest condo documents shows that we are not allowed to charge any amenities fees. They should be covered by maintenance fees. This covers Move-in, Pool fee, parking fee, etc. This is because the fees are not in our By Laws. Laura – we are allowed to charge fees for guests as they don't have rights to the common elements. Fees were previously called Administrative Costs/Fee for processing.
- **Motion:** Remove all fees that are not covered by By Laws, except Late Fees. Motion by Roland, seconded by Laura, all in favor.

Jennifer Hill –

- Question on when blue dust will be renewed on the property. Dust that was added this season appears to be a different color than what was put down previously. **Action:**
- Water puddling alongside Building 12, on the side of building 28.
- Ant issue at building 08. **Action:** Need exterior treatment.
- Mulch.

Sally Dicarlo –

- We will be over budget this year, especially with the elimination of fees. Question on moving the interest income to the reserves.
- Roland resigned as Treasurer and made motion that Sally become Treasurer as a non-Board member. **Motion:** by Roland that Sally be named Treasurer, seconded by Laura, all in favor.

IV – Draft Minutes From Previous Meeting

Goeff changed that we were free to discuss certain portions of the Legal Recommendations. Motion by William to approve as amended, seconded by Laura, all in favor with Henri and Roland abstaining.

V – Officers Reports

President’s Report - Geoff

Nothing to report.

Vice Presidents Report - Sara

Not present to report.

Treasurers Report - Sally

Roland resigned.

Secretary Report - Henri

VI – Management Report

Had President and Treasurer sign off on reimbursement from UBS Financial.

Discussion of change in bulk trash pickup change. President reasserted that Trash is the purview of Facilities Committee. Other board members should not interfere with the day to day activities of other committees as it causes confusions and affects performance.

Discussion of Francisco performance of lack thereof during the early January ice storm.

Nomination of William Johnson to the board on the recommendation of Laura Jones. Geoff made motion to nominate him to the board, seconded by Laura, all in favor.

Motion by Laura to move into Executive Session @ 8:20PM. Seconded by Henri; all in favor.

VI – Committee Reports

Amenities Report - TBD

Recommendation to reach out to Peter Nelson to act at Amenities Chair.

Action: post sign that no dogs are allowed in Tot Lot.

Communications Report - Sara

Suggestion by Laura that we combine the Parking and Covenants email boxes into one.

Suggestion is a new parkingandrules@chestnutgrovecondos.com.

Discussion regarding individual committee boxes versus everyone accessing a common box. Another option is a common/same password on all email boxes. Suggestion is to auto-forward all incoming messages as well as responses to a common email box.

Sara took pictures of the property to update Newsletter

Rules and Parking Report- Laura/Roland

Received about 1/2 of all forms due to date.

Discussion of various parking violations (wrong way+3rd vehicle, signage on vehicles).

Energy/Utilities Report - Geoff

Nothing to report.

Facilities Report - Henri

Report on various leaks.

Storage rooms – Complaint about lack of storage for 11236. Action: Henri will work with Laura to do a walkthrough of storage rooms and get them cleared out.

Finance Report – Roland (Resigned)

Nothing to report.

Grounds Report – Gwen (Absent)

Whiele Avenue Report - TBD

VII - Management Report

Reserve Study – needs to be out by June so that can be rolled into Budget for next year.

Gas Contract – Geoff already signed, Laura provided second signature on the new 3 year contract that is actually lower than our existing contract. Issue was approved unanimously via email.

Pool Contract – Motion: Roland to approve, seconded by William, all in favor.

Carpet Cleaning – Recommendation that XXtra Clean do all the carpets, office and community room. Laura asked that cleaning be delayed until May to allow for end of rain season. Motion: by Laura to clean at end of May, seconded by Henri, all in favor.

Expert Fence – Tennis Court fence and Tot Lot fences repaired.

Insurance Renewal – 2% increase due to increased property values and higher needed fidelity bond.

Dog Waste – Communications with county. Francisco does cleanup every other week.

Recommendation that we have committee to prepare for new metro. What improvements can we do to the property that will help raise property values. Jonathan has contacts that we can reach out to.

IX – New Business/Hearings

Discussion of association master policy insurance coverage. Recommendation that details be posted to the web site.

Motion to move into Executive Session at 8:35PM.

X - Executive Session

Discussion regarding motion to lose incorporation. Was just a question raised by Laura in order to protect against proxy forgery. If we were NOT a corporation, we could have proxy forgers arrested. Decision made to table this issue.

Noting to vote on so moved out of Executive Session at 8:38PM.

XI – Adjournment

Motion to adjourn by Laura, seconded by William, all in favor at 8:41PM.