

NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – June 2, 2010  
Minutes of the Meeting

At 7:00 pm President Peirce called the meeting to order. Other board members in attendance included Secretary Sarah Jernigan, Director Bob Fasick, Director John Nolan, Director Al Roy and Director Louise Whitt. Treasurer Chip Catherine was not in attendance.

#### PRESIDENT'S COMMENTS

President Peirce stated that Vice President Liz Fernandez has resigned as a Board member and Budget Chairperson. Director Louise Whitt has volunteered to Chair the Budget/Finance Committee.

#### APPROVAL OF MINUTES

Director Nolan made a motion to accept the minutes of May 5, 2010. Director Fasick seconded the motion. In the May minutes it was noted that \$900 in violation charges would be written off. The wording will be revised to note that there will be a reversal of the charge, not a write off. Vote: 5 yes, 1 abstain.

#### HEARINGS

A resident asked why the Board Vice President has resigned. It was for personal reasons.

Lot 505 was in attendance. This individual received a letter regarding the maintenance of the front yard. She felt she had not been properly communicated with and the violation letters are too threatening. Board members explained that the condition of the property when it was purchased does not remove the obligation to maintain the property. Much of the letter's content is required by law and has been suggested by legal counsel. The subject of warnings on trash violations was then discussed.

Lot 137 was in attendance. This individual's grass had gotten too tall because of equipment failure but has since made arrangements for someone to cut the yard.

Lot 264 was in attendance. This individual is new to living in a home where the grass needs to be cut. She does not own a lawn mower but it was corrected before she received a notice in the mail.

Lot 506 was in attendance. This individual had tall grass but it was corrected before she received a letter. They are redoing all landscaping in the front of the home and have mulched it for now. A concern was expressed that the grounds crew is not mowing the couple of feet to the side of their property that is common grounds.

#### COMMUNITY FORUM

The Board had a discussion with the audience about violations and warnings. There was a comment about the Community Manager's (CM) hours and availability. The Board will review the procedures and tone of letters on violations.

A resident expressed concern about erosion of common grounds between 7712 and 7714 Lemoyne and a dead cedar tree on that street.

A resident recommended the Board put Maintenance Concerns Form back in the newsletter.

It was explained that emails sent to the [board@newingtoncommunity.org](mailto:board@newingtoncommunity.org) email address go to every board member and can be used as a source of communication to the Board.

## COMMITTEE/BUSINESS REPORTS

### Budget/Finance Committee

The committee met and a draft budget was handed out. The biggest concern is reserves and they will need information from the Maintenance Committee on what is expected to be done in the next five years. Commented that common grounds reserves is funded disproportionately to street reserves.

Banks were contacted to get rates for CDs in hopes that the bylaw revisions will be accepted which allow additional investment opportunities. The next meeting is not planned at this time.

### Maintenance Committee

The committee didn't meet this month but will need to work on a five year plan for reserve spending. The engineers have been contacted about putting together an RFP for Durer Court's street and curb and gutter renovation.

### Nominating Committee

Members of the committee will be walking the community looking to speak to individuals about their interest in joining the Board. The commitment of time as a Board member is not huge unless you make it that way.

Clean Up Day on June 26<sup>th</sup> will provide an additional opportunity to talk to residents. Interested persons can complete a nomination form or introduce themselves from the floor at the annual meeting.

### Planning and Development

Mr. Lou Tobat provided an update on the progress on Rolling Road and Phase 3 of the Parkway/BRAC project. Work is on schedule.

### Community Manager Report

- *General*
  1. *NCA Vehicle Tickets: 0*
  2. *Disclosure inspection(s): 8329 Moline*
  3. *New Violation letters: TRASH (1) RULES (1) ARCHITECTURAL (18).*

4. *Exterior Project Requests: 3*
  5. *Continuing to work on pool water situation with Fairfax County Water Authority.*
  6. *Curb painting completed.*
  7. *Spoke with Blade Runners on water drainage behind 7771 Durer. Fence was locked. Will reschedule.*
  8. *Updated working budget (see attached) and work on 2011 budget*
  9. *Yard sale was successful*
  10. *Audit started*
  11. *Pool opening*
  12. *Pool contract renews in September*
  13. *Collection attorney prospects*
  14. *fence replacement quote*
  15. *Called on tennis court repair*
  16. *Pool lights repair*
  17. *Contacted engineers to draft RFP for Durer Court repair.*
- *Complaints*
    1. *Designated trash areas with pavement squares.*
    2. *graffiti on tot lot bench*
    3. *Dog poop. Suggestion on identifying violators.*
    4. *Concern of a gang presence on Moline*

The CM will contact two law firms and set up interviews with the Board. They will be scheduled for one hour before the monthly Board meeting.

Comments on the pool were very favorable.

#### GENERAL BUSINESS - OLD

T-bill/Investment Strategy/Reserve – This will be addressed by the budget committee. There may be no need to open a new brokerage account if the bylaws are changed to allow CDs. I dual authority account with a bank could then be utilized.

Roles and responsibilities of CM– the Board reviewed the draft Roles and discussed all recommended changes. Secretary Jernigan will revise and submit to the Board for a possible email vote.

Roles and responsibilities of Board – a draft document was handed to all Board members for their review and will be discussed at the next Board meeting.

#### GENERAL BUSINESS – NEW

Vice President Vacancy – President Peirce nominated Director Nolan as Vice President. Secretary Jernigan seconded the motion. Vote: 6 yes.

Write Off – Tabled until after Executive Session.

Motion and a second to adjourn to Executive Session at 9 pm.

Return to open session at 9:30 pm.

Regarding Lot 103, Secretary Jernigan made of motion to assess a \$50 charge for a rule violation. Director Roy seconded it. Vote: 6 yes.

Regarding Lot 137, Director Roy made a motion to waive any charge for an architectural violation. Director Fasick seconded the motion. Vote: 6 yes.

Regarding Lot 264, Secretary Jernigan made a motion to waive any charge for an architectural violation. Director Fasick seconded the motion. Vote: 6 yes.

Regarding Lot 388, Director Roy made a motion to waive any charge for an architectural violation. Director Fasick seconded the motion. Vote: 6 yes.

Regarding Lot 393, Director Roy made a motion to waive any charge for an architectural violation. Director Nolan seconded the motion. Vote: 6 yes.

Regarding Lot 394, Director Roy made a motion to waive any charge for an architectural violation. Director Nolan seconded the motion. Vote: 6 yes.

Regarding Lot 505, Director Fasick made a motion to waive any charge for an architectural violation. Director Roy seconded the motion. Vote: 6 yes.

Regarding Lot 506, Director Fasick made a motion to waive any charge for an architectural violation. Director Whitt seconded the motion. Vote: 6 yes.

Regarding Lot 552, Secretary Jernigan made a motion to assess a \$50 charge for trash violation. Director Roy seconded the motion. Vote: 5 yes. 1 no (Fasick)

Regarding Lot 50, 96, 178, 276, 471, 481, 530, 554, 556, 557, 577, 579, 580, 594, and 595, Director Roy made a motion to assess a \$50 charge for an architectural violation. Director Fasick seconded the motion. Vote: 6 yes.

Based on the attorney's recommendation, Director Whitt made a motion to write off \$698.58 in post foreclosure debt as they feel the cost to pursue would exceed the cost of the write off. Director Roy seconded the motion. Vote: 6 yes.

Director Fasick made a motion to adjourn at 10 p.m. Director Nolan seconded the motion. Vote: 6 yes.