

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – September 3, 2014
Minutes of the Meeting – NCA Pool House Meeting Room

At 7:00 pm President Smith called the meeting to order. Board members present were President Mike Smith, Vice President Beth Rodriguez, Treasurer Louise Whitt, and Secretary Chris Hammel. Director Kevin Benore was not in attendance.

PRESIDENT'S COMMENTS

President Smith stated he was pleased with the people on the board. Louise was re-elected and Kevin was elected. Chris is now Secretary and everyone else kept their officer positions. He hopes a current member of the board will run for president next year and bring a fresh perspective to the board.

APPROVAL OF MINUTES

Treasurer Whitt made a motion to accept the August 6th monthly board meeting minutes as prepared. Vice President Rodriguez seconded the motion. Vote: 4 yes.

HEARINGS

Lots 93 and 482 were in attendance for hearings. One was an appeal. Lot 189 was not in attendance.

COMMUNITY FORUM

No-one spoke up for the Community Forum

COMMITTEE/BUSINESS REPORTS

Treasurer's Report, Louise Whitt

The board will hold an additional meeting to discuss the 2015 budget. The meeting will be held Monday, September 22nd at 7 pm. The board will also use that meeting to discuss employee compensation as it relates to the budget.

Community Manager (CM) Report, Lori Randall

General

- *Disclosure Packets: None*
- *Asphalt paths/stream crossing update: Rescheduled for week of August 25th. Didn't occur. Bridge over stream crossing still awaiting County approval.*
- *Site work done and in midst of preparing RFP for Brandeis Way renovation.*
- *Annual meeting preparation*
- *Review of draft Reserve Study. I am asking for major changes.*
- *Work on getting money market account (operating) moved from Union in Atlanta. Asked Summit to investigate missing ad income.*
- *Walked Brandeis with engineer to prepare an RFP for street renovation.*
- *Curb painting to begin in the Fall.*
- *Annual review of master template for questionnaires and documents that are included in disclosure packages.*

Resident Complaints/Issues/Comments

- *Community tree branch overhangs home.*
- *Tree roots have effected foundation of home for sale. [Resident has always had right to cut any roots they felt were damaging their property. After closer inspection, appears trees are not common ground trees].*

- *Water on Durer Court coming up from street reported to Fairfax Water. [Reported to FCWA 8/8]. Water leak from under street getting worse. [Called again 8/20].*
- *Can a dumpster be placed in a parking space for construction of a home? [In accordance with covenants, only vehicles may be in parking spaces]*
- *Illegal fireworks on Moline [call police non-emergency number]*
- *Too many commercial vehicles and trailers on Northumberland*
- *Snakes are prevalent in the community*
- *Drag racing/car meet at Barta Road park n'ride*
- *Trash company is using resident's clean recycle bin to get trash from tot lot*

President Smith said he would call Tibbs to let them know they no longer needed to do the trail work and stream crossing repair. NCA will send the RFP for the job out again once the County approves the bridge design for the second stream crossing.

GENERAL BUSINESS – Old

Architectural Standards, Article VI, Section 22, Windows (include egress) – The board reviewed the draft changes to this section of the Architectural Standards that the Architectural Committee provided. The board wants to address specifically what types of windows will or will not be allowed. For the section on egress, the policy needed to include size limits and placement. The board agrees that the egress windows must be in the back of a home. Additionally any language regarding NCA monitoring contractors or work permits needs to be removed.

GENERAL BUSINESS – New

2013 Financial Audit – Vice President Rodriguez made a motion to accept the audit. President Smith seconded the motion. Vote: 4 yes.

Pool Winterization – The board reviewed the list of services the pool contractor will perform over the winter. Secretary Hammel made a motion to approve all items except the Off Season Watch for a total of \$1585. President Smith seconded the motion. Vote: 4 yes.

Pool Cover – A pool cover is good protection to prolong the life of the new pool white coat. The board has been discussing purchasing a pool cover since last year. Vice President Rodriguez made a motion to purchase a cover for the pool not to exceed \$16,300. Secretary Hammel seconded the motion. Vote: 3 yes, 1 no.

Reserve Study – As covered in the community manager's report, the reserve study has significant flaws and CM has discussed revisions with the company who prepared the report. A new study is expected.

Brainstorming – President Smith stated he would like the board to consider revising how employees are compensated when discussing this topic at the budget meeting. He suggested that the annual increase be based on an index and the bonus line be used for merit which would be voted on at the end of the year. He felt there could be different levels of compensation for changes in status such as obtaining a community management license. The CM was concerned this change in how increases will be implemented will have a negative financial impact on the employees. When asked about annual reviews, President Smith did not support the process in that they do more harm than good. Secretary Hammel suggested a list of accomplishments. Discussion included factors to consider such as when there is deflation or a sudden change in hours because one employee stops working and the other has to work more than their standard hours.

Vice President Rodriguez felt this was a good time to put a reminder in the newsletter that political signs are not allowed per the NCA covenants.

Vice President Rodriguez missed the July meeting but noticed there was a topic about hosting an outside swim team at the NCA pool. She provided the board with some information on the ADA compliance requirements if the request were being considered.

Vice President Rodriguez also saw discussion in the July minutes about the subject of violations in our governing documents. The board discussed whether the governing documents should be reviewed for content and consistency with the Bylaws. Vice President Rodriguez noted that the cost impact should be considered in conjunction with any decisions to have an attorney review.

The board discussed the minutes and what content was appropriate and how much information was valuable as opposed to too much. That led in to a discussion on publishing the minutes in the newsletter and confidentiality.

At 9:35 pm President Smith made a motion to convene to executive session to discuss hearings. Vice President Rodriguez seconded the motion. Vote: 4 yes.

At 9:45 pm President Smith made a motion to reconvene to the regular meeting. Vice President Rodriguez seconded the motion. Vote: 4 yes.

Regarding Lot 189, Vice President Rodriguez made a motion to assess \$10 for up to 90 days for architectural and covenant violations starting September 15th. President Smith seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 93, President Smith made a motion to waive any charges for a trash violation. Vice President Rodriguez seconded the motion. Vote: 5 yes.

Regarding Lot 482, Vice President Rodriguez made a motion to deny the appeal request. President Smith seconded the motion. Vote: 3 yes, 1 no.

President Smith made a motion to adjourn at 9:50 pm. Vice President Rodriguez seconded the motion. Vote: 4 yes.