

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – April 1, 2015
Minutes of the Meeting – NCA Pool House Meeting Room

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

PRESIDENT'S COMMENTS

In order to keep the meeting flowing and to maintain control over the discussion, President Rodriguez asked that the Board raise their hands or indicate they would like have the floor as opposed to speaking out.

APPROVAL OF MINUTES

Director Smoczynski made a motion to accept the March 4th monthly board meeting minutes as written. Treasurer Whitt seconded the motion. Vote: 4 yes.

Vice President Benore made a motion to accept the March 4th monthly board meeting executive session minutes as written. Director Smoczynski seconded the motion. Vote: 4 yes.

HEARINGS

Lots 43, 47, 85, 115, 126, 243, 296, 298, 393, 394, 484 all had a scheduled hearing as an opportunity to comment on a rule violation. Lots 43, 85, 115, 126, 243 (via letter), 296, and 394 were in attendance.

COMMUNITY FORUM

A resident mentioned that the trash company needs to inform us as early as possible if trash collection is going to be cancelled. The CM noted that as soon as they notify us, which is dependent on when the weather becomes bad, that information is put on the office answering machine.

COMMITTEE/BUSINESS REPORTS

Treasurer's Report, Louise Whitt

Treasurer Whitt asked the CM to put an announcement seeking volunteers for the budget committee in the next newsletter.

Community Manager (CM) Report, Lori Randall

General

- Disclosure Packets: 8307 Moline, 7778 Euclid, 8548 Gwynedd, 7847 Godolphin, 7709 Matisse
- Asphalt paths/stream crossing update: County has approved bridge design. Engineer is putting RFP out for path work and both stream crossings.
- Brandeis Way renovation: requested a start date. Notice in newsletter about upcoming construction.
- Development of community survey in progress.
- Working with playground installers designing replacement structures for all tot lots. Committed to two more replacements (Getty and Marconi)
- Scheduled painting of Moline addresses and tic marks for late April or early May. Not as much as budgeted.
- Called all banks/brokers to get requirements to update signing authority on all accounts.

- Pohick Church has new administration and is updating all records and procedures for facilities use. Use of common room has gone up to \$250 with a \$250 refundable security deposit. Have asked for and received a reduced fee for this year, \$150.
- Resident will organize Clean Up Day for Saturday, May 2nd
- Annual Egg Hunt scheduled for Saturday, April 4th.
- Attended Virginia Common Interest Community Law and Regulation seminar.
- Reported Lodge Court pothole twice. Still waiting for VDOT.
- Architectural committee performed some inspections.

Resident Complaints/Issues/Comments

- School bus is driving on Moline without picking anyone up.
- Trash company dragged a plastic bag that ripped open and made a lighthearted attempt to clean it up.
- Resident would like to help NCA get County funds from its conservation assistance program that provides matching funds for landscape projects. Are there any areas that would need or be good for some native plants?
- Someone drove behind homes on Brandeis, got stuck then tow truck drove behind homes to get vehicle out. Large ruts in common ground.
- Mop hanging in neighbor's tree.

With the cost of Pohick Church's meeting room going up, it was recommended that we looking into library space for the annual meeting in 2016.

The CM read from her notes important points that were made at the community law seminar she attended.

Planning and Development, Lou Tobat

Treasurer Whitt has an email contact at VDOT if NCA wants to ask permission to plow state roads.

Personnel Compensation Procedures, Chris Hammel and Kevin Benore

Vice President Benore stated he contacted Summit but they didn't have any information that would be helpful. They have a plan and hope to keep it simple. They will have something to share next month.

GENERAL BUSINESS – Old

Political Signage and Amending the Declaration of Conditions, Covenants and Restrictions – President Rodriguez would like to amend the Declaration of Conditions, Covenants and Restrictions amendment section to coincide with the Virginia Property Owners Act so that instead of obtaining 75% of the owners' signatures to make an amendment, only 66% would be needed. She would like to head up a committee and hopes to get people interested in changing the CCRs to allow political signs. A plan needs to be developed and presented to the Board. Vice President Benore made a motion to create an ad hoc committee for the purpose of revising the CCRs. President Rodriguez seconded the motion. Vote: 3 yes, 1 no. Treasurer Whitt provided the Board with a copy of our attorney's newsletter article on the subject of political signs.

Community Survey – The CM has created a survey and is using esurv.org. It is in the test phase and the CM will time it to see how long it takes. The Board discussed mailing copies to non-resident owners and making it so that it is not anonymous. The survey will be open for a few months once ready.

Tennis Court Repairs – As a continuation of last month’s discussion on Reserve maintenance for 2015, the Board was given quotes from last year to repair the tennis courts. The CM will get updated proposals for the next meeting.

GENERAL BUSINESS – New

Reserve Fund Investments – Treasurer Whitt provided the Board with information for a discussion on how to invest NCA’s reserve funds of \$650,000 considering \$210,000 in a TIPS investment will mature on April 15th. Besides the rates of the existing accounts, Eagle Bank has a 1%, 2 year CD with no penalty for early withdrawal and Capital One has a promotional rate of 1% for six months on a savings account. The CM stated that Treasuries, although down over the last month, have shown improvement since a few years ago when it was not beneficial to continue the previous plan of investing all funds in U.S. Treasuries. She felt it was important to get back to the investing strategy of laddering investments in Treasury Notes if the rates made it beneficial. Per the CM’s conversation with a Charles Schwab consultant, reinvesting in TIPS is not recommended. The Board considered how much was needed in liquid funds for pending reserve funded projects. The CM recommended getting back to investing in Treasuries since the rates were better than the current bank account rates and limiting the spread of investments to three accounts. Vice President Benore made a motion to open an account and obtain a \$200,000 CD with Eagle Bank, close the Burke and Herbert account, and reinvest the proceeds from the maturing TIPS with Charles Schwab into a three year Treasury Note. President Rodriguez seconded the motion. Vote: 3 yes, 1 no.

Signature Authority on Reserve Accounts – The CM brought it to the Board’s attention that there are three reserve investment accounts that need updated signature authorities and all have different requirements for changing signatures on an account. The CM noted that officers change and board members change which make it hard to keep up with multiple accounts. She asked for confirmation of who would be on the board long enough to make it reasonable to add their name to signature cards. NCA Bylaws Article XI, Section, Officers and their Duties were discussed. The CM clarified that with the contracting to an outside financial management company, those duties are no longer accurate. Vice President Benore made a motion that for the United Bank savings and checking accounts, John Nolan be removed and new signature authorities would be Beth Rodriguez, Kevin Benore, Louise Whitt and Lori Randall. President Rodriguez seconded the motion. Vote: 4 yes.

Vice President made a motion that for the new Eagle Bank bank account to invest in a CD, the signature authorities would be Beth Rodriguez, Kevin Benore, Louise Whitt and Lori Randall. Director Smoczynski seconded the motion. Vote: 4 yes.

Vice President Benore made a motion that for the Charles Schwab investment account signature authorities would be Beth Rodriguez, Kevin Benore, Louise Whitt and Lori Randall. Director Smoczynski seconded the motion. Vote: 4 yes.

Additional discussion regarding writing checks from the United reserve checking account resulted in the Board stating that two signatures are needed on these checks, the Community Manager and one other signatory.

Reserves Budget; Eminent Domain Earmark – In 2011 and 2012, \$5000 was budgeted to be used for attorney expenses relating to eminent domain in the event issues arise with the widening of Rolling Road. Since the County has withdrawn their plan to widen the road and affect the NCA pool, the earmark should be eliminated. President Rodriguez made a motion to allocate the \$10,000 earmark back into the general common grounds reserve pool. Vice President Benore seconded the motion. Vote: 4 yes.

At 9:27 pm Director Smoczynski made a motion to convene to executive session to discuss hearings and an attorney recommendation regarding starting a non-judicial foreclosure on a delinquent owner. Vice President Benore seconded the motion. Vote: 4 yes.

At 9:56 pm Vice President Benore made a motion for the Board to reconvene to the regular meeting. President Rodriguez seconded the motion. Vote: 4 yes.

Regarding Lot 43, 85, 115, 126, 243, 296, and 394, Director Smoczynski made a motion to waive any violation assessment. Vice President Benore seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 47, 298, 393 and 484, Vice President Benore made a motion to assess a \$50 charge for a trash violation. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Rees Broome sent a letter to the Board advising them on the possibility of authorizing the attorney to begin non-judicial foreclosure proceedings on an owner. The Board discussed the process, costs involved and potential risks. Vice President Benore made a motion to ask the attorney to inquire on the status of the foreclosure from the mortgage lender. If no foreclosure activity is being undertaken by the mortgage lender, the attorney is authorized to send a letter to the owner requiring payment for any amounts secured by lien within 60 days and then provide an update to the Board at the end of those 60 days and before proceeding further. Treasurer Whitt seconded the motion. Vote: 4 yes.

At 10:01 pm Vice President Benore made a motion to adjourn. Director Smoczynski seconded the motion. Vote: 4 yes.

Adopted at a meeting of the Board of Directors on May 6, 2015.

Attested by:

Christopher Hammel, Secretary

Date