

**NEWINGTON COMMUNITY ASSOCIATION
MONTHLY BOARD MEETING
May 2, 2018**

Meeting Called to Order: President Jernigan called the meeting to order at 7:03 pm.

Member's Present: President Sarah Jernigan, Vice-President Stacey Perritt, Treasurer Dennis Kruse and Secretary Beth Rodriguez. Director Parker Watson was not in attendance.

President's Comments: In light of Kevin Benore's resignation due to his moving to Florida, Sarah Jernigan was election President by the Board. She will step down as Chair of the Reserve/Maintenance Committee and is looking for someone to take this position. She also requested that community members consider becoming Board members.

Community Forum:

- A resident questioned if the paper shred advertised in the newsletter was sponsored by NCA or by a member in the community. The member, who sponsored the event, said that in the future she will advertise any event she sponsors as community events not as NCA events.

Hearings: None were scheduled.

Approval of Minutes: Minutes accepted by acclamation.

Committee/Business:

Planning and Development Committee – Lou Tobat – No report.

Architectural Advisory Committee – Stacey Perritt

- Committee is moving swiftly on finalizing proposed rules on pools and spas.
- Committee continues its work on safety rules for grills and fire pits. It also continues working on rules on brick painting in single family homes and revising standards of fence painting in Newington Glen.
- The committee minutes are up to date.
- Next meeting is scheduled for May 21st at 7:30 pm.

Treasurer's Report – Dennis Kruse

Treasurer gave his report that included:

1. Announcement that he had not received the March financial report. Discussion revealed that all the accountants at Summit Management have left and have been replaced. However, they are all in training. Treasurer will be calling Summit Management's CEO.
2. Report on collections status from the attorney
3. Need for a reserve study to be planned after the annual meeting.

Budget Committee – Dennis Kruse

Treasurer Kruse made a motion out of committee. Motion: Board to authorize investment of matured reserve funds of approximately \$212,975.00 into laddered Treasury Notes not to exceed approximately 2 years.

Vote: 4 yes and 0 no.

Reserve/Maintenance Committee – Sarah Jernigan – No Report

General Business:

Administrative – Lori Randall, Community Manager, Summit Management

A. Votes Held Between Meetings - None

B. Resale Inspections

8329 Moline, 7859 Godolphin, 8379 Luce

C. Architectural Modifications Applications

- | | |
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| 1. Luce, roof – Approved | 8. Gwynedd, deck – Pending |
| 2. Godolphin, roof – Approved | 9. Moline, Deck – Pending (signatures) |
| 3. Godolphin, paint window trim – Approved | 10. Matisse, shed – Pending (requested owner, not tenant submit) |
| 4. Gwynedd, roof - Approved | 11. Brandeis, roof siding – Pending |
| 5. Lemoyne, gutters and roof - Approved | 12. Luce, roof, door, windows, shutters - Pending |
| 6. Moline, wood border landscaping - Approved | |
| 7. Kitchener, patio – Pending (request for plat) | |

D. Homeowner Communications

- Tree branch from common tree is touching front door and has bees.
- Tree branch broke and landed on car. Owner of vehicle said no damage just wants branch removed.
- Request that a flyer be put out on Moline regarding trash problems and observing one way signs.
- Request for second space for boat in pool parking lot.
- Resident was denied a security camera in the past but would like to revisit the subject as her car is being dinged by a neighbor.
- Lamp head on Red Ash still not fixed. [2nd repair request to Dominion Power sent.]
- Concern of exposed electrical wires on common behind homes on Brandeis. [It was an open cable box and flags in ground marking for new installation]
- Someone on Luce dumped large pile of heavy items that trash company would not remove. [Private hauler was called.]
- Resident claims a stone from Blade Runners equipment damaged his car. Provided information to Blade Runners.
- At owner’s request Arborist evaluated tree on Euclid. It is healthy, no cracks and no evidence of roots pulling up. If it falls, it will fall towards a home.
- Dog poop on ground around DeLong. Kids throw it. Resident recommended doggy station.
- Commercial vehicles on Northumberland are getting tickets. Questions on use of pool parking lot [not for commercial vehicles].
- Basketball hoop on DeLong is attracting outsiders and lots of trash despite signs to clean up and trash can put nearby. [resident will call police on getting basketball hoop removed from State street]
- Resident suggested calling County Code Compliance on abandoned home on Moline, home with third floor window on Moline, and home that had fire on LeMoyne.
- One home has five cars and the owner just moves them around to use the blank spaces leaving no blank spaces for anyone else.

E. Violation Letters

- 0 letters sent since last Board meeting.

F. Other Actions

- Proofed minutes and May newsletter.
- Walked path looking for damage from Fairfax Water pipe replacement. Met with construction staff on site 2/2/18. They tried to coordinate a final walkthrough with previous CM at conclusion of project but it never transpired. Discussed repairs to path, removal of soot fence and ground netting.
- (4/2018.) Followed up and plans to remove silt fence and ground netting but waiting for better temperatures. Asked if there were any other way on to paths. Seems to be avoiding the path repair question. (5/2018) Needs follow up.
- Continuing to monitor blank space usage on Kitchener, Brainerd, Brandeis and Euclid.

- Payments made to Lee High School and Saratoga Elementary.
- Discussions with Treasurer on signatories on various NCA accounts and what to keep open or closed.
- Meeting room door installation completed.

Summit Management made a suggestion regarding a small onsite checking account. They suggest we open a small Alliance checking account because it will make it easier to transfer money as we need it.

Motion by Treasurer Kruse: The Board authorize the closing of the United Bank onsite checking account and opening with Alliance an onsite checking account, provided checks can be used. Motion was seconded by Secretary Rodriguez. Vote: 4 yes 0 no.

Architectural Project forms: Going forward Architectural changes (Exterior Project form) presented at a Board meeting will not be approved at the Board meeting. They will have to go through the normal process.

Discussion on Tree Policy: Occurred but after a while further discussion was tabled until next month.

Discussion on Parking policy: Tabled until next month

Announcement on house on LeMoyné that had a fire: Owner contacted the board and stated house is under investigation by Fire Marshall. They could not get on the property until investigation is done. Construction contractor will start work ASAP.

Old Business:

Website Procedures: As the draft of the Website Procedures are in the Board Packet, President Jernigan instructed the Board members to review and send any suggestions in writing to Secretary Rodriguez by May 18 so she has time to assemble a final draft and get it to the Community Manager by the 25th so it can be put into the June Board meeting packet.

Maintenance:

- Tennis Courts – nothing new
- Durer Court Yellow Curbs – nothing new
- Committee Initiatives
 - Concrete pool deck replacement – Received answers from our questions to Titan. Titan asked if they could submit a bid. Now we are awaiting a proposal for work from Titan.
 - Path work – Awaiting specifications report from engineer. Expect it by mid to late May.
 - Carpet in office and meeting room – No response from one vendor trying a second vendor
 - Plant arrangements at some monument gardens: Pansies put in for free and Blade Runners did not water.
 - Insurance – no update

New Business

Pool Spring Maintenance from Titan:

Motion made by Vice President Perritt that we approve the proposed spring maintenance for the amount not to exceed \$2,237.37. Motion was seconded by Treasurer Kruse. Vote: 4 yes 0 no.

Titan Contract:

Discussed looking at history of charges of last 4 years, with analysis by the Community Manager. Asked to have this by June and July.

Condition of shower valves in male shower at pool: Titan reported that the male shower at the pool needs to be repaired. CM is getting quotes. As this needs to be repaired before the pool opens, we will vote on this by email.

Board Member Draft: Secretary Rodriguez made a motion to ask Karen Chauvin to become a Board member starting tonight until the annual meeting in August 2018 filling the position vacated by F. Smoczynski. Motion was seconded by Vice-President Perritt. Vote: 4 yes 0 no. Karen Chauvin accept the appointment.

President Jernigan made the motion to go into executive session to discuss legal matters at 8:28 pm.
President Jernigan made the motion to convene into open session at 8:56 pm.

CM will be out of office May 11, 2018.

Vice-President Perritt will not be at the Board of Directors meeting in June due to her daughter getting an award.

President Jernigan adjourned the meeting 8:58 pm.