

**Newington Community Association**  
**BOARD OF DIRECTOR'S MEETING – July 5, 2017**  
**Approved Meeting Minutes – NCA Pool House Meeting Room**

Meeting was called to order by President Kevin Benore at 7:01 P.M.

**Attendance:**

President Kevin Benore, Vice President Sarah Jernigan, Treasurer Dennis Kruse, Secretary Beth Rodriguez, Director Stacy Perritt ,Director Florence Smoczynski and Community manager Carla Lillie.

**Call to Order:** President Benore called the meeting to order at 7:04 pm.

**Approval of Minutes:**

Minutes for the June 7, 2017 monthly Board meeting were approved as amended.

**Resident Forum:**

3 attending residents shared the following:

1. Street light in front of their home had been out for at least 3 months and the stop sign was missing from the 3 way intersection at the entrance of Matisse. The Community Manager accepted the report as a service request and will inspect both places and schedule repairs accordingly.
2. Residents were concerned with the verbiage of the newly revised ARB Guidelines soon to be formally approved. Guidelines for grills and fire pits may be easily misinterpreted.
3. Residents were concerned that too much effort and attention may have been given to the Code of Conduct soon to be approved. President Benore stated that they must be more than acceptable for presentation because the Board will be formally approve and sign this document at the August 10<sup>th</sup> Annual meeting.

**Code of Conduct 2017**

President Benore stated that the Code of Conduct / Meeting Rules would be voted on at the August board meeting and a link would be published in the newsletter.”

**Committee Reports**

Treasurers Report – Dennis Kruse, Treasurer

Treasurer Kruse reported that at mid-point of the fiscal year, NCA financial performance continues to track slightly better than budget.

- Total of overdue assessments is lowest in over three years, but amount overdue more than 90 days is relatively unchanged.
- Based on completed Kitchener/Brainerd repaving and approved Gwynedd Way repaving, a balance of \$250,052.00 in Streets & Curbs Reserves is projected for the end of fiscal 2017.
- Required calculation of allowance for doubtful accounts shows current allowance of \$16,000.00 is conservative and no change is recommended.

- Per Board approval at the June meeting, the transfer of operating reserve funds to CDs at Alliance Bank was completed on June 23.

### **Planning and Development – Lou Tobat**

Lou Tobat reported that Fairfax Paving did a good job on Kitchener and Brainerd, with special attention to traffic movement and the curbing. Mr. Tobat asked how the community paving schedule is created. Mr. Kruse answered that the schedule is suggested in the NCE reserve Study that is completed every 5 years. He also suggested the Board contact the county on the condition of Delong.

Mr. Tobat reviewed the revised Architectural Maintenance Standards. He was very concerned that the revisions pertaining to fire pits, grill and solar panels may give residents an incorrect and unsafe opportunity to use these items freely.

### **Architectural Advisory Committee – Stacey Perritt**

Stacey Perritt reported that residents were provided more than one way and plenty of extra time to review and comment on the Architectural revisions. She understood Mr. Talbot's concern about noncompliance and safety but she has written the revisions to fit Fairfax County codes of safety. Both Committees agree that since NCA was built in the mid 70's materials may be hard to if not impossible to repair and replace so the Committee continues to research new technology in communication and building materials.

The next Architectural Committee meeting has been rescheduled to July 18<sup>th</sup> at 7 pm in the meeting room. The topics will be tot lot safety, tennis court rules and there will be additional discussion of rules for solar panels, fire pits and grills.

### **Old Business**

The paving on Kitchener Drive. & Brainerd Court is finished. Gwenedd Way has been selected as the next road to be paved. Treasurer Kruse presented a comparison of a Fairfax Paving bid for Gwynedd Way repaving in comparison with actual cost for repaving of Kitchener Drive, which was similar size and condition. He reported that Kitchener & Brainerd had been completed under budget and there are adequate reserves to complete the remaining paving. He recommended Option II of the Fairfax Paving bid as best value for long term service.

***Mr. Kruse motioned to approve the Fairfax Paving Option II proposal submitted for Gwynedd Way (The motion passed unanimously 6-0-0).***

The current proposals for the office hot water heater replacement and office maintenance work have been tabled until the next Board meeting. The Community Manager Carla Lillie would like to add the proposals that she had requested. The proposals will be presented at the next board meeting.

### **Proxy Policy and Form – Kevin Benore**

Mr. Benore reported that for the purpose of Quorum he was concerned with having the Annual meeting at a new location. Since this is the first time changing the venue he would like to ensure the name and address of the church are bolded in the meeting letter and placed on the web site and newsletter as a reminder. He requested bold directional signs prior to the meeting.

## **New Business**

### Common Area Issues & Estimates

The Board discussed several ideas on solving the issue of trash cans put out before or left out much later after pick up. The Board also discussed researching the cost of a part time porter for the NCA common area.

### **Executive Session:**

***Kevin Benore motioned, Beth Rodriguez seconded for the Board enter executive session at 8: The motion passed unanimously 6-0-0.***

***Kevin Benore motioned, Beth Rodriguez seconded to end the Executive Session at 9:04 pm and reconvene into the regular meeting. The motion passed unanimously 6-0-0.***

The results of the Executive Session were:

1. Hearings scheduled for the next Board meeting.
2. Current and pending architectural violations.
3. The assessment extension submitted June 7<sup>th</sup>, 2017 was denied.

The next Board Meeting is scheduled for August 2<sup>nd</sup> at 7 pm in the John Nolan meeting room.

***Kevin Benore motioned .Beth Rodriguez seconded to close the meeting at 10:08 pm. The motion passed unanimously 6-0-0.***

Respectfully Submitted,

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Beth Rodriguez  
Secretary