

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 145 225 9182
September 1, 2021 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:00 pm by President Ramirez

The meeting was virtual and recorded.

BOARD MEMBERS PRESENT: President Debby Ramirez, Vice President Bobby Royal, Treasurer Phil Space, Secretary John Kylis, and Director Milbert Dacayana

MANAGEMENT PRESENT: Stephanie Reed

OTHER ATTENDEES: 4 residents

PRESIDENT'S COMMENTS: President Ramirez welcomed the new board members and thanked Bobby for accepting to fill in for the remaining term of the former VP. Welcome "back" Bobby.

COMMUNITY FORUM:

A resident thanked the Board for their work.

HEARINGS:

No hearings were scheduled

APPROVAL OF MINUTES: Meeting Minutes passes by acclamation

OFFICER/COMMITTEE REPORTS:

Treasurer's Report/Finance Committee – Treasurer Phil Space

- CPI increase and possible further increase
- 10% increase in trash contract increase due to county fees and other price adjustments
- Sierra Pool Contractor proposed to replaced Titan

Welcoming Committee – Chairperson: Regina Watson

- First meeting held Aug 24th, meeting was virtual.
- Thank you, John, Debby, and Tina, with assisting with welcome packet distribution
- Future meetings to be held the last Tuesday of the month at 7pm every quarterly
- Packet distribution efficiency suggestions received
- Suggestion to host meet and greet sessions/gatherings with new residents

Environmental Committee – Chairperson: John Kylis

- Japanese Stilt grass – possible grants from the county for maintenance, research to be conducted.
- Stray cats – webinar to become a volunteer for Fairfax County TNR (Trap, Neuter, Release) – to be held Sept 21st

- Dog curbing – it's the law to curb your dog. Anyone who witnesses otherwise is urged to call Animal Control.

Planning & Development – Lou Tobat No report.

Reserves & Maintenance – Chairperson: Beth Rodriguez No Report.

Recreation Committee - Vacant

GENERAL BUSINESS-MANAGEMENT REPORT:

Votes Held Between Meetings – Stephanie Reed, Management

Bobby Royal was voted in, to fill the former's Vice President remaining term

Policy Resolution for Electronic Meeting Means

President Ramirez made the motion, Treasurer Space seconded the motion. Vote: 5 yes 0 No.

Homeowner's Communications – Stephanie Reed, Management

- Snow and pool contract expiring.
- July financials have not been received.
- Draft budget provided to the Board.
- Brandeis Way property overgrowth to be sent violation letter.

OLD BUSINESS

- Tentative start date of September 7th for Euclid Getty Lemoyne same with path work.
- Mailbox cleaning to start Sept 7th
- Review of grounds projects to start mid-September.
- President Ramirez to split up the Architectural Violation List among the board members for re-inspection. List to be distributed by Labor Day and reports due back to President Ramirez by September 20th.
- 3 pool contractor bids
 - Budget committee to review before asking for best and final offers

NEW BUSINESS

- Winterize Pool-Board to review bid from Titan
- Write off's – assessment fees which cannot be collected.
- Snow removal Contract
 - Slight increase in task rates
- Board to consider funding for Stephanie to obtain her notary license.
- Electrical Vehicle Charging Stations – tabled for Oct. Environmental Committee to research further.
- Townhome common ground maintenance – possible new budget line.
- Memorial to those who have served "The Fallen". Management to research some options/prices.
- Ring Camera Promo period tentatively scheduled for the first 2 weeks of November

OTHER MANAGEMENT ACTIONS

- Reviewed draft procedures, minutes, newsletter.

- Organized annual meeting.
- Scheduled removal of stove and paint cans from community.
- Sent Board of Director handbook to new board members.
- Spoke to Titan director of Management concerning issues with lifeguards. Issues include not sitting on stands or monitoring pool.
- Provided updates to committee section of website.
- Emailed Vivan Watts about bike lane.
- Some violation letter questions. [See Architectural Inspections in Old Business.]
- Request bid for snow removal.
- Fire inspection work complete.
- Reviewed draft of Summit contract; revision to site visit section.
- Continued coordination with Treasurer as Eagle transfer information has not worked for Summit transfer. Charles Schwab electronic funds transfer information needed to move money from operating as the Board agreed (\$100,000) and to set up reserve contributions to Charles Schwab since Eagle Bank account was being closed.
- Coordinated finance meeting on 8/26/2021.
- Assist the secretary with how to record Ring Central meetings.

The Board convened into Executive Session at 9:05 pm to discuss Late Fee Waiver Request.

EXECUTIVE SESSION: The Board Convened into Open Session at 9:12 pm

MEETING MOTIONS:

1. Motion to approve \$2185.00 for Titan to winterize the pool. Made by Treasurer Space, Seconded by Vice President Royal. Vote: 5 Yes 0 No
2. Motion to accept assessment write off's totaling \$973.03, Made by Treasurer Space, Seconded by Secretary Kylis. Vote: 5 Yes 0 No
3. Motion to accept the snow removal contract. Made by Treasurer Space, Seconded by President Ramirez. Vote: 5 Yes 0 No
4. Motion to pay for notary license not to exceed \$150.00. Made by Vice President Royal, Seconded by Secretary Kylis. Vote: 5 Yes 0 No
5. Motion to not waive the late fee. Made by Secretary Kylis, Seconded by Director Dacayana. Vote: 5 Yes 0 No

ADJOURNMENT: The Board adjourned at 9:13 pm

Meeting minutes submitted by Secretary Kylis