

Gray's Pointe Condominium Association
C/o TWC Association Management
397 Herndon Parkway, Suite 100
Herndon, VA 20170
Board of Directors Meeting
Wednesday, March 16, 2016

BOARD MEMBERS PRESENT

Eneyda Bezares President
Holly Purcell Vice-President
Jim Mullins Treasurer *{arrived at 5:57 p.m.}*
Barbara Cohen Secretary
Loraine Dragavon Member at Large

BOARD MEMBERS ABSENT

None

MANAGEMENT ATTENDEES

Pam Ward TWC Association Management
Tammi Butler Recording Secretary, Notable Minutes, Inc.

HOMEOWNERS PRESENT - None

I. CALL TO ORDER - VERIFICATION OF A QUORUM

The General Session of the Board of Directors meeting was called to order at 5:52 p.m.

II. REVIEW OF MINUTES

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the minutes for January 20, 2016 Board meeting as presented. The motion passed unanimously (4-0-0).

III. FINANCIAL REPORTS

The Board reviewed the January and February financial reports. Ms. Bezares asked why the snow removal bill for \$51,000 was reflected in the February balance sheet. Management explained the snow removal was a January expense, but the check was not released until February. Ms. Bezares also inquired about the charge of \$380 for adjusting the heat in the foyer. Management stated the thermostat had to be replaced.

MOTION: Ms. Bezares moved, Ms. Cohen seconded, to accept the financial reports for January and February, 2016. The motion passed unanimously (5-0-0).

IV. ACTION ITEMS

- A. 2016-17 Draft Budget – Owners have been notified of the fee increase that goes into effect on 4/1/16. There has been no feedback from the owners.

- B. Front Porch Repairs – Management received bids for the front porch repairs at 12931 from Peter Izzo for \$25,000 and Scot Chipman for \$18,000. The work on this porch has already started. Management has identified five more foyers that need repairs. Management will gather estimates for the work.
- C. Grounds Maintenance – Ms. Cohen requested that the tree hanging over the fence behind her building (12948) be pruned.
- D. Parking Lot Cleanup – Management has requested that Peter Izzo schedule the cleanup.
- E. Landscaping Improvement – The project will be completed in the fall.
- F. Maintenance Issues – Ms. Dragavon asked on behalf of her neighbor about the spigots outside the building not working. Management explained that they were shut off years ago. Mr. Mullins agreed to remove the handles from the spigots.
- G. Website Updates – Ms. Bezares has contacted Stephanie Hill about maintaining the webpage.

V. CORRESPONDENCE

There was no correspondence to discuss.

VI. OLD AND NEW BUSINESS

There was no old or new business to discuss.

VII. NEWSLETTER ITEMS

There was nothing to report.

VIII. MEMBER'S TIME

There were no members present.

IX. TIME & PLACE OF NEXT MEETING

The next meeting will be held on May 18, 2016 at 12918B.

X. ADJOURNMENT

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to adjourn the meeting at 6:19 p.m. The motion passed unanimously (5-0-0).