

**Gray's Pointe Condominium
Homeowner's Association
Board of Directors Meeting**

September 18, 2013

Board Members Present: Eneyda Bezares, Holly Purcell, Jim Mullins and Barbara Cohen

Board Members Absent: Tamara Butler

Others Present: Pam Ward, TWC Management and Tammi Butler, Recording Secretary, Minute-By-Minute

Homeowners Present: None

I. GENERAL SESSION – CALL TO ORDER

The General Session of the Board of Directors meeting was called to order at 6:15 p.m.

II. REVIEW OF PREVIOUS MINUTES:

MOTION: Ms. Bezares moved, Ms. Cohen seconded, to accept the minutes of the July 31, 2013 Board meeting as presented. The motion passed unanimously (4-0-0).

III. FINANCIAL REPORTS:

Ms. Ward reviewed the July and August 2013 financial report with the Board. Ms. Ward explained that the spike in the General Maintenance and Repairs was due to the condensate leaks from the air conditioning units. Ms. Bezares inquired about the variation in the amount for the watering of the plants. Ms. Ward explained the charge is based on the amount of time it takes to water the plants and the frequency. This is determined by the weather. Ms. Ward suggested having the company bill for watering monthly instead of per week. Ms. Ward will require that the contractor provide a detailed invoice of the work completed.

Ms. Ward gave an explanation of the Reserve Statement. There is still a fair amount of money in the Reserves. Ms. Ward reported that over one million dollars was spent on the siding project balcony replacements and painting. Ms. Bezares had a concern about the Reserves and whether or not there was enough money for upcoming projects next year. It was noted that \$37,000 will

be spent to replace the wood utility panels, and not all of the painting and carpentry work has been finished yet. Ms. Ward explained that the Association would need to rebuild the Reserve Fund over the next few years. The new landscape design will be postponed until the fall of 2014.

Ms. Ward informed the Board that two CDs would be cashed from VA Commerce and SunTrust. The Board discussed a possible increase in the fees for next year. It looks like a modest increase will be necessary.

MOTION: Ms. Bezares moved, Ms. Cohen seconded, to accept the financial reports for July and August. The motion passed unanimously (4-0-0).

IV. ACTION ITEMS:

- A. Siding Replacement & Balcony Repairs – Ms. Bezares asked why some units had more nail pops than other units. Ms. Ward explained that some of the units have more exposure than others. She further explained that the deadline for ceiling nail pops from the roofing that was done two years ago had passed and repairs additional would not be granted.
- B. Front Entrance Sign Replacement – The Board members all agreed to postpone the project until the spring of 2014 but to have the design ready. Ms. Ward mentioned that Mr. Chipman informed her that the sign bed may need to be moved back further from the road.
- C. Trim Painting – Status Ms. Ward reported that the project is ongoing.
- D. Satellite Dish Removal – Ms. Ward reported that fourteen satellites were removed.
- E. Refurbishment of Utility Panels – The Board all agreed to replace the panels.
- F. Landscaping & Tree Pruning – The Board reviewed the tree pruning bid from Community Landscape Services. The Board agreed to the specific parameters in the contract for the Landscaping Maintenance. The scope of the work includes pruning trees that interfere with the roof line and the foundation of the buildings. All debris and wood will be removed from the property.

MOTION: Ms. Bezares moved, Ms. Cohen seconded, to approve the proposal from Community Landscape Services in the amount of \$7,240.00. The motion passed unanimously (4-0-0).

- F. Annual Meeting – Tuesday, November 5 – Fairfax Church of Christ

V. CORRESPONDENCE:

The Board reviewed the Correspondence from Law Office of Randall S. Fudge & Associates regarding a Verizon utility line that was allegedly damaged by Arlington Fence. The association's attorney, Mike Gartner, informed Ms. Ward that the Association was not responsible.

VI. OLD BUSINESS:

There was no old business to discuss.

VII. NEW BUSINESS:

Ms. Purcell had a concern about people speeding in the community and if the Board would consider installing speed bumps. Ms. Ward explained that speed bumps cost approximately \$500 each and are often damaged by the plows during snow removal. The Board agreed to include in the mailing that the Board is considering installing speed bumps.

Ms. Cohen asked Ms. Ward for an update regarding a homeowner at 12960B who is not maintaining her property. Ms. Ward will assess the condition of the balcony and determine if the lattice needs to be removed. Ms. Cohen had additional concerns about the police presence that she has observed at the unit. Ms. Ward reported that the number of incidents in the last few weeks had decreased.

VIII. NEWSLETTER ITEMS:

There were no newsletter items.

IX. TIME & PLACE OF NEXT MEETING:

Ms. Ward stated that the next Board meeting will be held on January 15, 2014.

X. MEMBER'S TIME:

There were no members present.

XI. ADJOURNMENT:

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to adjourn the meeting at 7:21 p.m. The motion passed unanimously (4-0-0).