

**Gray's Pointe Condominium Association**  
***C/o TWC Association Management***  
**397 Herndon Parkway, Suite 100**  
**Herndon, VA 20170**  
**Board of Directors Meeting**  
**Wednesday, January 17, 2018**

**BOARD MEMBERS PRESENT**

Eneyda Bezares        President  
Holly Purcell        Vice-President  
Jim Mullins        Treasurer

**BOARD MEMBERS ABSENT**

Loraine Dragavon    Member at Large

**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 6:34 p.m.

**II.       REVIEW OF MINUTES**

*MOTION: Ms. Bezares moved, Mr. Mullins seconded, to accept the minutes from September 20, 2017 Board meeting as presented. The motion passed unanimously (3-0-0).*

**III.      FINANCIAL REPORTS**

The Board reviewed the November and December 2017 financial reports. Ms. Bezares discussed with Management specific items listed on the financial statement. Items discussed included the following: securing the entry porch lights, soffit vent repairs, parking space painting, quarterly carpet cleaning, recertification for FHA loans, and a skylight leak.

*MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the financial reports for November and December. The motion passed unanimously (3-0-0).*

**IV.      ACTION ITEMS**

- A. Draft Budget 2018-2019 – Management presented the draft budget and condominium fee history. Management explained that the increases were related to the operating expenses. The administrative and pool expenses are lower. Management stated that cost of water and trash have increased significantly, in addition to the insurance premium. The Board

was concerned about the increase in fees and discussed potential areas for cutting costs such as reducing the pool hours. It was decided to leave the pool hours as they were last season.

***MOTION: Ms. Bezares moved, Ms. Purcell seconded, to approve the budget as presented. The motion passed unanimously (3-0-0).***

- B. Trim Painting – Spring 2018 – Management will gather some bids for the trim painting.
- C. Landscaping – Fall 2018 – Management stated that Joe Markell from Sunrise Landscape and Design will provide a proposal upgrading the entrance. Mr. Markell will walk the property with the Board and determine the needs of the community. The front entrance will be the main focus for the spring.
- D. Snow Removal – There was a discussion about changing the snow removal contract from Hawaiian Pools to Sunrise Landscape and Design after this season.
- E. Maintenance Issues – Ms. Bezares asked Management about the status of two action items from the September meeting: the electrical boxes and paint color for the foyer in building 12918. Management will follow up with Cutting Edge about building a wooden enclosure around the boxes. Management stated that matching custom colors is difficult which may require the entire wall to be repainted. Management stated that she will have the doors checked in the foyers to make sure that they all close securely.
- F. Trash Issues @ 12900 – Ms. Purcell stated there were owners throwing trash on top of the trash dumpster. The association continues to have issues with the trash.
- G. Pool Upgrades for 2018 – Management stated the fence will continue to be maintained; however, the fence will need to be replaced in the future.
- H. Website – The Board had a discussion about who would be maintaining the website. The Board discussed eliminating the old website and finding a new webmaster to maintain the new one. Management suggested having Curtis Berry maintain the website. The Board deferred a decision.

## V. CORRESPONDENCE

There Board discussed correspondence during Executive Session.

## VI. OLD AND NEW BUSINESS

There was no old or new business discussed.

## VII. NEWSLETTER ITEMS

There was no report.

**VIII. MEMBER'S TIME**

There were no members present.

**IX. TIME & PLACE OF NEXT MEETING**

The next Board meeting is scheduled for March 21, 2018 at an offsite location.

**X. ADJOURNMENT**

*MOTION: Ms. Bezares moved, Ms. Purcell seconded, to adjourn the meeting at 7:50 p.m. The motion passed unanimously (3-0-0).*