

Gray's Pointe Condominium Association
C/o TWC Association Management
397 Herndon Parkway, Suite 100
Herndon, VA 20170
Board of Directors Meeting
Wednesday, July 18, 2018

BOARD MEMBERS PRESENT

Eneyda Bezares President
Holly Purcell Vice-President
Loraine Dragavon Member at Large

BOARD MEMBERS ABSENT

Jim Mullins Treasurer

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 6:15 p.m.

II. REVIEW OF MINUTES

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the minutes from May 16, 2018 Board meeting as presented. The motion passed unanimously (3-0-0).

III. FINANCIAL REPORTS

The Board reviewed the May and June financial reports. Ms. Bezares asked about the charges for the watering. Management explained that there were two separate invoices and would ensure the report in the future will include more detail. Management informed the Board that a cypher lock was installed on the closet door to the controls and meters for the irrigation system. Management stated that someone was shutting off the irrigation system which was the reason for having it installed. Ms. Bezares asked Management approximately how much money was spent on door maintenance. Management explained that maintenance will always be needed; however, the new manufactured doors will not require painting. The closers will still need to be adjusted annually.

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to accept the financial report for May and June. The motion passed unanimously (3-0-0).

IV. ACTION ITEMS

- A. Fall Landscaping – Management has been working with Joe Markell from Sunrise Landscape and Design about removing dead trees in the community. Management stated that there was \$10,000 worth of trim pruning needed. Management presented proposals for the tree pruning and drainage area by building 12951.

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to approve the proposal from Sunrise for the drainage (building 12951) in the amount of \$2,690 Sunrise. The motion passed unanimously (3-0-0).

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to approve the proposal from Sunrise for tree pruning in the amount of \$10,800. The motion passed unanimously (3-0-0).

- B. Artificial Turf Installation – Management presented the proposal for the installation of artificial turf.

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to approve the proposal from Sunrise for the artificial in the amount of \$14,360. The motion passed unanimously (3-0-0).

- C. Foyer Door Replacement – Management gave an update about the status of the doors. Management stated that Ron Torkas from Cutting Edge Construction evaluated the doors and used the same door measurements as HP Services. Mr. Torkas had ProVia evaluate the doors who determined that the measurements were not accurate and a wider threshold was needed. The doors were measured again and the proposal includes the pool doors (total 8 doors). Management recommend ordering two doors for the model building and evaluate the work before ordering the remaining the doors. Management will evaluate the doors after they have been installed.

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to approve the proposal from Cutting Edge Construction for the door project and two sample doors for final approval in the amount of \$89,500. The motion passed unanimously (3-0-0).

- D. Parking – Management stated that the asphalt will need to be addressed next year.

- E. Front Door Hardware – The Board agreed that all of the hardware for the doors must match. The three options are silver, bronze, or gold.

- F. Trim Painting – 2019 – Management stated that the trim painting will need to be completed next year. Management has been matching the colors and informed the Board that it was less expensive to use the factory finished door colors instead of custom painting. Two of the colors match; however, there is not a match for the gray. Management presented the colors: Mountain Berry, and Enzian Blue. Management stated there was \$157,000 in the exterior reserves account.

G. Pool Issues – Ms. Bezares stated there were no pool issues. The Board discussed giving a \$100 bonus to the manager.

H. Web Site – Ms. Bezares will contact Mike Lowe about the website

V. CORRESPONDENCE

There Board discussed correspondence during Executive Session.

VI. OLD AND NEW BUSINESS

Janitorial Service: The Board discussed giving Maria a summer bonus of \$200.

Water Heater: Ms. Bezares informed Management that there was a water heater by the dumpster that needs to be removed.

Upcoming Projects: Ms. Bezares stated the next two projects that need to be addressed are the pool fence and trim painting.

Landscaping: The Board agreed to continue addressing the landscaping.

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 Wednesday, September 19, 2018.

X. ADJOURNMENT

MOTION: Ms. Bezares moved, Ms. Purcell seconded, to adjourn the meeting at 7:17 p.m. The motion passed unanimously (3-0-0).