

FAIRFAX CLUB ESTATES
BOARD OF DIRECTORS MEETING
Wednesday, March 24, 2010, 7:30 PM – 9:00 PM
Bonnie Brae Lower Theater

I. Call to Order

II. Verification of Quorum

Attendees:

Jim Thompson (*President*), Phil Beenhouwer (*Secretary*), Mike Krzykowski (*Board member and Tennis POC*), Pat Ring (*Treasurer*), Steve Holskey (*Board member*), George Reilly (*Common Grounds*), Gene Moran (*Board member*), Mark Eackloff, Dave Hardin, Len Lewan, Jason Regnier (*cubmaster*), Laures Merryman, Janet Maguire, Karen Bates, and Lu Wright.

III. Membership Forum ----- 20 Minutes

NOTE: The maximum time for any one individual is limited to 5 minutes

IV. Review Minutes from previous Board Meeting ----- 5 Minutes

Action Items:

- **Treasurer**: Change the top of the “Assets” section to reflect a “*Checking Account – Reserve*” line and a “*Checking Account – Operating*” line, which subtracts the “*Reserve*” line from it.
- **Board**: With each invoice from GHA, identify whether the payment is operating or reserve.
- **Treasurer**: The BOD recommended creating an FY11 budget line-item for the reserve study. (The 2006 Reserve Study cost ~\$2,800.)
- **ACC Chair**: Contact GHA about the disclosure packet process and why it does not hold-up the sale/transfer of homes.

- **Secretary:** Contact AAA and American to determine what a community rate would be for trash/recycling.
- **BOD:** Add to April agenda: discuss the 4-6 light fixture replacement that is needed around the common areas.

V. Review President’s Report ----- 10 Minutes

VI. Review Treasurer’s Report ----- 15 Minutes

Mr. Hardin asked which of the Reserve Study line-items were paid for in FY09 from the \$41,191 “*expenses to date*” (pool filters, graham baker spa safety act, etc.). The current work on the pool (\$60,000) will be paid for out of the FY11 budget.

Mr. Hardin recommended that the Board use a fully-open process of accounting for changes from previous years, accounting for what items were replaced with reserve funds, etc. Pat concurred with the need for transparency.

VII. Review Committee Reports ----- 15 Minutes

Architectural Control Committee

Four items: 5575 Ann Peake, 5606 Wood Thrush Ct. (new application), house with truck in backyard, and over-sized shed.

Common Grounds

Picnic table (in creek) and bike rack (near playground) have been replaced. New rims for the

basketball court have been purchased and will be installed soon.

There is a large tree near Jason Regnier's home (across Snowy Owl) that is apparently leaning over a homeowner's property and may require corrective action.

VDOT has been called for the bushes that overhang the sidewalk across from Kavanaugh's home.

George discussed the 4-6 light fixture replacements that are needed around the common areas that were caused by vandalism. **The Board agreed to discuss this at next month's meeting,** including whether to file an insurance claim. The replacement cost should be in the Reserve Study.

Karen Bates inquired about the playground equipment replacement and offered to help.

Issues that the committee would need to address are: the cost of replacement, code requirements, reserve study allocation, etc. Linda Thomas has also volunteered.

Neighborhood Watch

Pool

Pool repairs are ongoing, including pump room work, skimmer boxes, plumbing in the pool house, etc. Next year will include work in the bathrooms, electrical, etc.

Since the budget was approved, the pool will be open the weekend after Labor Day.

Social

Due to the budget constraints, it is likely that only small appetizers will be able to be purchased. Alcohol is not paid for by the HOA, but by those who pay for it at the door.

Tennis

Court #2 net was repaired from damage during the blizzards. Fences will need to be repaired soon. Backboard needs to be repaired/replaced.

Miscellaneous

Swim Team: Laures Merryman is taking over this year. All four coaches are returning. The Board thanked Len Lewan for his thoroughness and responsiveness to one Board member’s inquiry into the swim team budget and its impact on the overall FCE budget. The swim team submitted a budget with additional detail and this has been included as an Appendix.

Jason Regnier acknowledged the significance of the pool repairs and the value of the pool to the neighborhood and the overall property values, but requested that the cub scout budget be restored.

VIII. Old Business ----- 10 Minutes

IX. New Business ----- 10 Minutes

BUDGET VOTE: 35 Yes, 2 Nos

SNOW REMOVAL: Lu Wright (Yellow Rail pipestem) inquired about snow removal and requested that a committee explore the cost associated with a contract to maintain our roads. Mark explained that VDOT must issue a permit to a private contractor to maintain public roads. He did not think that VDOT really issued these permits often. The Board did not think there was anything that could be done, aside from contacting our Supervisor repeatedly.

RESERVE STUDY EXPENDITURES: Mr. Hardin inquired about the \$60,000 to be spent on the pool this year. Jim explained that as detailed in the letter to the HOA, this money was being spent on gunnite, topcoat, tiles, coping, skimmer boxes, and the pump room electrical starter boxes. He asked if the Board expected any other repairs this FY and the Board did not foresee any.

BOARD NOMINATIONS: David McGraw (write-in), Lu Wright (in-person), Jason Regnier (in-person)), and Dave Hardin (in-person). The Board approved these four nominations as board members.

The cub scouts collected 247 pounds of trash in FCE last weekend.

X. Executive Session ----- 20 Minutes

Discuss Association accounts, pending negotiations/contracts, budget and violations outstanding.

XI. Date, Time, Place of Next Meeting: April 28, 2010, 7:30pm, Bonnie Brae.

XII. Adjournment

**FCE Flippers Swim Team
Briefing to FCE Board & Request for Sponsorship Funds
Annual HOA Meeting**

March 24, 2010

By Len Lewan (former team rep) & Laures Merryman, FCE Swim Team Rep

Laures Merryman and I are looking forward to another fun season with the FCE Swim Team this season. The swim team provides fun, exercise, and promotes team work among the kids, and it brings the neighborhood together since it takes every parent's volunteering to make it a successful season. The team consists of around 110 swimmers and 75 families.

Last year we hired four new coaches, and we are very happy that all four will be returning this summer. Jenna Morgan, who will have just finished graduate school at GMU, will return as head coach, and our three assistants are: Daniel McGuire and Lindsay Oakley (both from the FCE neighborhood) and Karyn Sykes, an early education major at GMU. These four coaches worked really well together last summer and did a great job. Parents and swimmers alike were pleased with their performance. We are so grateful to have them back, but because of this we have an increase in the coaching expenses. We can make up for this by increasing the registration fee and/or making a profit on team spirit wear, which we will be offering for the first time this summer. Please note that all coaches are lifeguard and CPR certified and will be responsible for swimmer safety during all swim meets. Enclosed is the Insurance Certificate from the NVSL insurance company that covers insurance issues at all swim meets.

We have 3 Saturday morning home meets on June 26, July 3 & July 17, and anticipate 2 home Monday night meets. (Schedule TBD) which will require the pool to close early at 4:00 pm. These early closures will be communicated to the lifeguard management as soon as the season starts.

- I ask permission to host a Stroke & Turn Clinic on Saturday June 12th from 8 am-11am for visiting NVSL Officials. There will be 4 kids in the water demonstrating techniques and 3 coaches present.
- I also ask if we may use the pool on Saturday May 8th from 1-4 for Swim Team Registration and use of the rest rooms for bathing suit fittings.

We kindly request our \$5,000 sponsorship allocation to be made out to FCE Swim Team. Please send to: Laures Merryman, 10837 Broadwater Drive, Fairfax, VA 22032.

The proposed budget for 2010 is attached.

The FCE Flippers thank the FCE Board for its support and participation.

2010 FCE Swim Team Budget

<u>Revenues</u>	
HOA Sponsorship	\$5,000
Registration Fees	\$7,000
Increase reg. fees and/or profit from spirit wear	\$1,000
Concessions Profits	\$1,000
Total Revenue	\$14,000
<u>Expenses</u>	
Coach Staff	\$11,000
NVSL Dues & Ins.	\$800
Yr End Awards	\$1,500
Meet Ribbons	\$100
Time Cards & Rule Books	\$100
New equipment (backstroke flags, kickboards, lane numbers, etc.)	\$300
Meet & Event Supplies	\$200
Total Expenses	\$14,000
Net Balance	\$0