

FAIRFAX CLUB ESTATES
BOARD OF DIRECTORS MEETING
Wednesday, August 24, 2011, 7:30 PM – 9:30 PM
FCE Pool

- I. Call to Order
- II. Verification of Quorum
- III. Membership Forum ----- 20 Minutes

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

One homeowner, James Nickel, inquired about the possibility of procuring playground equipment. The Board explained that we have asked for volunteers for several years to research the idea, but we have yet to receive any assistance. The Vice President added that researching this idea would include investigating state and local laws and policies and identifying companies and vendors to secure estimates.

James also requested permission to create a Facebook page for the pool. He suggested creating a second Facebook page for the larger community. Mike suggested that we consider just one Facebook site for the whole HOA and not just for the pool. The Board agreed that the current, unofficial FCE Pool-specific Facebook page will be turned into a general FCE Facebook page after the pool is closed.

Attendees:

Phil Beenhouwer (ACC, Secretary, and Board member), Jim Thompson (President and Board member), Pat Ring (Vice President and Board member), Dave Hardin (Treasurer and Board member), Mike Krzykowski (Tennis POC and Board member), Lauren Hefner (Common Grounds Chair and Board member), Brian Hefner (ACC Chair and Board member), and James Nickel.

Board Members not in attendance: Lu Wright (Board member), Mark Eackloff (Webmaster and Board member).

IV. Review Minutes & Action Items from previous Board Meeting ----- 15 Minutes

Action Items:

<u>Topic</u>	<u>Person Assigned</u>	<u>Date Assigned</u>	<u>Comments/Status</u>
Review Mark's analysis of our governing documentation.	BOD	7/27/11	...written concerns documenting any inconsistencies between the By-Laws and Covenants and how they are currently enforced. Tabled for another month to allow for a greater review from the Board.
Request financial statement training from GHA	Treasurer	5/25/11	Is there an additional cost? Mary has not responded.
Contact prospective Reserve Study companies for estimates.	Treasurer and President	5/25/11	President has three estimates: <ol style="list-style-type: none"> 1. Mason & Mason: They did our first Reserve Study - their price is \$3,000 2. Kipcon: \$1,650 for a Basic reserve Study Update, \$2150 for a Detailed Reserve Study Update 3. PM+: \$2200 for Level 2 Update of Previous Study, \$2400 for Level 1 Full Study <p>The Reserve Study should include the storm water issue coming from under the south-eastern corner of the pool's foundation.</p> <p>The BOD should review the contracts that the President has forwarded and provide comments. The Vice President stated that the reserve account is approaching \$100,000 and the Board should consider how it should be spent.</p> <p>The Secretary recommended that the current balance be provided to the company who the BOD chooses to complete the Reserve Study so that they can incorporate this amount into their analysis.</p>
Review the contracts received from Reserve Study companies that the President has forwarded and provide comments.	BOD	7/27/11	Tabled for another month to allow for a greater review from the Board.
Contact the HOA Attorney for her interpretation of Virginia Property Owners Association Act (55.509.3), concerning FCE's donation to our neighborhood Cub Scout troop.	President	6/22/11	<i>"no association may (i) make an assessment or impose a charge against a lot or a lot owner unless the charge is a fee for services provided or related to use of the common area..."</i> President raised a concern that this reference is no longer in the current Law.
Contact VDOT to determine if street name painting is legal.	Lu Wright	6/22/11	A line-item in the budget will need to be created.
Review summary of State Law concerning HOA enforcement (e.g., liens).	BOD	7/27/11	Common Grounds Chair provided a four-page summary of her research into State law. The

			BOD will review this information and provide comment at our next meeting.
Remove May meeting minutes from the website and replace with updated minutes provided by the Secretary.	Webmaster	7/27/11	
Speak with GHA to 1) identify which homeowners have liens on them, and 2) confirm that all homeowner's with overdue balances exceeding \$460 have been turned-over to the Attorney.	Treasurer	7/27/11	Lee has not been turned-over to Attorney. Treasurer recommends that we turn that account over to the lawyer. GHA needs an email from the President. Eagan's lien is in process. President will sign the required letter from GHA. Smith has a lien on his account. Coyne has a lien, but is in bankruptcy proceedings.
Confirm that once the Board informs GHA as to which accounts should be turned-over to the Attorney, that the Attorney's actions from (1) her letter to (2) placing a lien on a homeowner are all automatic, without BOD direction.	Treasurer	7/27/11	Secretary will identify the language in the CR that authorizes Attorney to automatically file a lien after her 30-day demand notice is not resolved.

V. Discussions Since Last Meeting

VI. Review President's Report ----- 5 Minutes

VII. Review Treasurer's Report ----- 15 Minutes

As a result of the recently-completed audit, some charges were moved from this year to a previous year. **Dave will correct the year-end report.**

VIII. Review Committee Reports ----- 15 Minutes

Architectural Control Committee

Common Grounds

The lights around the common grounds are being repaired next week. The chains on the two broken swings will hopefully be repaired soon.

Neighborhood Watch

Pool

Treasurer confirmed that we have spent the entire Crystal budget, however there was debate as to whether we have paid for September yet (just five days). He also knows of the pool maintenance line-item which is being underspent by ~\$5,000. The Board approved the funding for the pool to be open the weekend after Labor Day.

Pool Enforcement Sub-Committee

Social

Tennis

The adult tennis team has now won three of the last four championships. There is still a split in the fence along the court.

Playground

Miscellaneous

IX. Old Business ----- 10 Minutes

1.

X. New Business ----- 30 Minutes

1.

XI. **Executive Session** ----- 0 Minutes

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

XII. Date, Time, Place of Next Meeting (*4th Wednesday of each month*): September 22, 2011.

XIII. Adjournment