COLONIAL VILLAGE I, A CONDOMINIUM
BOARD OF DIRECTOR'S MEETING
WEDNESDAY, JULY 1, 2019

Members Present:	Susan Craig, Treasurer Anne Lewis, Secretary Bonnie Powell, Member At Large *(Via Conference Call)* Scott Talbott, Member At Large *(Via Conference Call)* Barbara Wiehe, Member At Large
Absent:	Austin Wiehe, President Geoff Schwartzman, Vice President
Management Agent:	Chuck Vaughan, General Manager

I. <u>Call to Order</u>

The meeting was called to order at 7:03 pm by Susan Craig. This meeting was rescheduled from June 26th due to lack of a quorum.

II. <u>Resident Forum</u>

III. <u>Reading and Approval of Minutes</u>

MOTION: Ms. Craig Moved to approve the May meeting minutes as presented. The Motion was seconded by Mrs. Wiehe and carried unanimously.

IV. <u>Committee Reports – Yard/Bake Sale</u>

Yard sale was held Saturday, June 8th in the 1701 Troy Street courtyard. There were seven participants who had pre-registered to sell their gently used items and several people came out to purchase items and baked goods. Proceeds of the baked goods are being donated to A-Span. Thank you notes will be sent to participants.

V. <u>Management Report</u>

Financial – Mr. Vaughan reported on the association's financial position and presented May financials including a variance report. Year-to-date, the association's finances are running 20% underbudget.

Management provided an update on payments made to-date for the ongoing tuck-pointing capital improvement project at 1901-1917 Rhodes Street.

Susan Craig reported that she is continuing to track reserve expenses for current and upcoming projects to ensure that the association's goal is on track to fund reserves in the amount of $150,000 by year end.

VI. Old Business

Roof Proposals – Management presented two proposals for the Board's review for roof replacements at 2011, 2015 and 2017 Key Boulevard, and after a few questions and discussion, the Board agreed to vote.

MOTION: Ms. Craig Moved to approve proposals for the replacement of roofs at 2011, 2015 and 2017 Key Boulevard. The Motion was seconded by Mrs. Lewis and carried unanimously.

Landscape Enhancements – Management presented several landscape enhancements and previously asked that Board members review each and prioritize work that can be performed within the remaining year's budget.

MOTION: Ms. Craig Moved to approve three proposals for enhancements at 1903 Key Blvd, with the exclusion of adding topsoil, plantings and river rocks between the sidewalk and curb, 2021 Key Boulevard and 1804 Lee Highway. The Motion was seconded by Mrs. Wiehe and carried unanimously.

VII. New Business

Legal Seminar
Susan Craig attended an annual Legal Briefs Seminar presented by the association's legal counsel, Chadwick, Washington, Moriarity Elmore & Bunn, on June 24th held in their Reston VA offices. She will share new legislative. Ms. Craig shared that the seminar covered the following topics: Amending Governing Documents, Winning Collection Cases, Using Technology for Notices and Case Law Updates.

Notifications/Communications
Susan revisited Scott Talbott's New Business item from May when he proposed that the Board continue considerations to have Management use more technology and reduce the amount of paper being mailed to owners and/or distributed in hallways. Along with what has already been discussed, the process was also discussed at the seminar Susan attended. She elaborated and quoted the process to amend the association's documents and asked if Scott would head up the task to explore options and the feasibility of amending the Bylaws. Scott agreed to review the Bylaws for specific language that could be amended and to seek exploratory guidance from legal counsel.

VIII. Adjournment

MOTION: **With no further business to discuss, Ms. Craig Moved to adjourn at 8:25 PM. The Motion was seconded by Mrs. Lewis and carried unanimously.**

NEXT MEETING ***WEDNESDAY, JULY 24, 2019***

Respectfully Submitted by: Sonya Rainey, Recording Secretary

Approved by: Austin Wiehe 9/4/19

Austin Wiehe, President Date