

**COLONIAL VILLAGE I, A CONDOMINIUM
BOARD OF DIRECTOR'S MEETING
WEDNESDAY, AUGUST 25, 2010**

APPROVED

Members Present: Geoff Schwartzman, President
Neil Chritton, Vice President
Chuck Edwards, Treasurer
Andrea Raggambi, Secretary

Absent: Michael Cardman, Director

In Attendance: Peter Freedman, General Manager
Sonya Rainey, Recording Secretary
3 Residents

I. **Call to Order**

The meeting was called to order at 7:05 pm by President, Geoff Schwartzman.

II. **Resident's Forum**

A resident wanted to ensure that the Board and Management knew that the maintenance engineer, Mr. Kim, was very diligent in blocking off parking lot spaces starting at 6:00 am when residents departed for work so that he could complete the parking lot restriping project.

III. **Reading and Approval of Minutes**

A Motion was made by Mr. Schwartzman, seconded by Mr. Edwards, to approve the June Meeting Minutes as written. The Motion was carried unanimously.

IV. **Reports of Officers or Committees**

President - Mr. Schwartzman reported that the President's meeting held on August 10th, between Board Presidents of Colonial Villages I, II, and the General Manager, as part of an agreement to meet quarterly, provided shared feedback on management matters and Association-related shared responsibilities. He reported that all Presidents expressed their satisfaction with the Legum & Norman's management and the Management Office team in place since July 2010. FHA certification and the use of the three communities sharing a CVIII garage space for storage of maintenance items were also discussed.

Treasurer - Mr. Edwards reported that the Association is due for a 2011 Capital Reserve Study, and estimated the expense to be approximately \$5,000.

Landscape - Mr. Edwards stated that the 2010 budgeted amount of \$10,000 for landscaping had been expended, and requested that the landscape committee be allowed to spend additional

funds, up to \$1,200 to buy and plant trees for this fall. It was the Board's consensus to reconsider this request in September.

V. Management Report

Management reported on the financial condition of the Association as presented in the Financial Report to the Board. Several favorable variances were noted and the negative was in the payroll category, mainly due to overtime expensed during the snow blizzard. Management also reported on the various informational and action items as referenced in the Management Report.

It was the Board's consensus to hold the Annual Meeting on Wednesday, October 6th. Management reported that the Call for Nominations letter to owners is set to be mailed out on Friday, Aug 27th.

VI. Unfinished Business

1917 Rhodes St. Foundation Wall Project Insurance Update – Management informed the Board that the insurance adjuster provided a verbal denial on August 24th, stating the Associations' policy contained an exclusion clause for water "seepage" which was the reason for the claim being denied. The adjuster informed that Management would receive a formal letter in detail regarding the claim denial.

It was the Board's consensus to task Management with scheduling the Association's legal counsel to attend the September meeting for possible options for seeking reimbursement from Arlington County.

Resident Handbook - It was the Board's consensus to review Management's revisions to the drafted revisions made by Mr. Edwards and to submit all revisions to Management by September 15th for approval at September's Board meeting.

Complaint Resolution – *Mr. Schwartzman motioned to adopt the Complaint Resolution as written. The Motion was seconded by Mr. Raggambi, and carried unanimously.*

Due Process Resolution - *Mr. Schwartzman motioned to adopt the Complaint Resolution as written. The Motion was seconded by Mr. Raggambi, and carried unanimously.*

Colonial Village Apartments Meeting - *Mr. Schwartzman motioned to write a letter of recommendation to Wesley Housing Corporation regarding their proposed renovation plans at the apartments.*

VII. New Business

Maintenance Engineer Shop – *Mr. Edwards motioned to approve Management's request to purchase and installed an a/c unit for the engineer's shop. The Motion was seconded by Mr. Chritton and carried unanimously.*

Hot Water Replacement – *Mr. Chritton motioned to approve Management's request to replace one of the 3 hot water heaters for a price not to exceed \$6,100. The Motion was seconded by Mr. Edwards, and carried unanimously. Management agreed this would be purchased sometime before the winter.*

Insurance Renewal – *Mr. Edwards Motioned to accept the 3-year cleaning contract from Clean Advantage contingent upon Management's that all maintenance items previously addressed were included in the contract. The Motion was seconded by Mr. Schwartzman and carried unanimously.*

Cleaning Contract Renewal – *Mr. Schwartzman Motioned to accept Alliance Insurance's renewal policy. The Motion was seconded by Mr. Chritton and carried unanimously.*

The next meeting is scheduled for Wednesday, September 22, 2010 at 7:00 pm.

With no further business to discuss, Mr. Schwartzman Motioned to adjourn the meeting at 9:26pm. The Motion was seconded by Mr. Chritton, and carried unanimously.

Respectfully Submitted by:

Sonya Rainey, Recording Secretary

Approved by:



Geoff Schwartzman

10-6-10

Date