

**COLONIAL VILLAGE I, A CONDOMINIUM
BOARD OF DIRECTOR'S MEETING
WEDNESDAY, AUGUST 24, 2011**

Members Present: Geoff Schwartzman, President
Austin Wiehe, Vice President
Neil Chritton, 2nd Vice President
Chuck Edwards, Treasurer
Susan Craig, Vice Treasurer
Andrea Raggambi, Secretary

In Attendance: Chuck Vaughan, General Manager, Legum & Norman, Inc.
Sonya Rainey, Assistant Manager, Recording Secretary

I. **Call to Order**

The regular meeting was called to order at 7:08 pm by President Geoff Schwartzman.

II. **Resident's Forum**

A resident asked if the Association's master insurance policy covered damages resulting from an earthquake.

III. **Reading and Approval of Minutes**

MOTION *Mr. Edwards Motioned to approve the July Meeting Minutes as written. The Motion was seconded by Mr. Chritton and carried unanimously. (Ms. Raggambi was not in attendance yet but arrived after officer's reports.)*

IV. **Reports of Officers/Committees**

- **Landscaping** – Mr. Edwards reported that several well established trees and shrubs had recently perished due to consecutive days of extremely high temperatures **Arlington**
- **County Civic Federation** – Mr. Wiehe volunteered to attend the next Civic Federation Meeting to be held Tuesday, September 6th at 7:30 pm.

V. **Management Report**

Insurance Renewal – After discussion on insurance bids presented by Management, the following was Motion passed:

MOTION: **Mr. Edwards Motioned to defer a vote on renewing the Association's insurance until obtaining information regarding earthquake coverage and that an evote would be conducted before the September 8th deadline. The Motion was seconded by Mr. Schwartzman and carried unanimously.**

All approved Meeting Minutes are available for viewing on the community's website at ColonialVillagei.com.

Landscaping

The Board considered proposals to replace the slate pathways on Key Blvd and Lee Hwy.

MOTION: Mr. Schwartzman Motioned to approve proposals from Somerset Landscaping to remove replace the slate stepping stones at 1813 Key Boulevard in the amount of \$1720 and at 1802 Lee Highway in the amount of \$1645. The Motion was seconded by Mr. Wiehe and carried unanimously.

VI. **Unfinished Business**

Reserve Study

MOTION: Mr. Edwards Motioned to accept a proposal from Reserve Advisors to conduct the 2011 reserve study. The Motion was seconded by Mr. Chritton and carried unanimously.

Chimney Repairs Update

TASK: It was the Board's consensus to task Management with obtaining bids on pricing options for terra cotta vs. steel flue liners and the estimated useful life of each.

Website Maintenance - It was the Board's consensus to consider other options for website maintenance during upcoming budget discussions.

VII. **New Business**

Annual Meeting - Management confirmed Wednesday, October 5th as the annual meeting date and that the Call for Nominations and Annual Meeting notice would be mailed out before September 5th.

2012 Budget - Management confirmed that the 2012 draft budget would be emailed to the Board of Directors first for review. It was suggested the draft budget would be sent via email to all owners before adoption at October's Board meeting.

MOTION Mr. Chritton Motioned to use the services of LSC Design for quarterly newsletter design. The Motion was seconded by Mr. Edwards, and carried unanimously.

VIII. **Adjournment**

MOTION *With no further business to discuss, Mr. Schwartzman Motioned to adjourn the meeting at 9:05 pm to enter into Executive Session. The Motion was seconded by Mr. Chritton, and carried unanimously.*

IX. **Reconvene**

The meeting was reconvened at 9:16 pm. The following was approved during Executive Session:

- The July Meeting Minutes were unanimously approved with no corrections.
- The Board unanimously approved waiving the interest on a previous unit owner's account which is currently in collections status.

Respectfully Submitted by:

Approved by:

Sonya Rainey, Recording Secretary

Andrea Raggambi, Secretary

Date

The next meeting is scheduled for Wednesday, September 28, 2011.