

**MINUTES OF THE
COLECROFT STATION ASSOCIATION
BOARD OF DIRECTORS MEETING
505 East Braddock Road
Alexandria, VA**

January 21, 2010

ATTENDEES:

Board Members Present:

John Fay	President
Catherine Drucker	Vice President
Edmund Willis	Treasurer
Paul Abramson	Commercial Director

Absent:

Chris Burruss	Secretary
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Also Present:

Marlene Jose	On-Site Manager
Michael Yelton	Cardinal Management Group
Chris Collins	Recording Secretary, Minute-By-Minute

I. CALL TO ORDER:

John Fay called the meeting to order at 6:58 p.m.

II. APPROVAL OF MINUTES:

MOTION: Paul Abramson moved, Catherine Drucker seconded, to approve the minutes of the October 14, 2009 Board of Directors meeting. The motion passed (3-0-1) with Edmund Willis abstaining.

III. OFFICER REPORTS:

President's Report:

John Fay reported that the Social Committee has been approved and they have started regular happy hours to take place on the first Friday of every month. The date may change to a different day of the week. He also reported that the Lobby Committee has been approved. Lastly, he stated that a meeting was held regarding water intrusion issues. The issues were identified and solutions were determined.

Treasurer's Report:

Edmund Willis stated that he has received the November and December 2009 financial reports. He reported that there is an income deficit and an expense overage. The total budget shortage for 2009 is over \$21,000.00. He discussed the various expenses that are over budget. Edmund Willis also reported that there is \$311,377.00 in the replacement reserves.

IV. COMMITTEE REPORTS:

Lobby Decorating Committee:

Rachael Sexton, Chair of the Committee, reported that there are five unit owners on the committee. They will meet monthly. Paul Abramson stated that the committee needs a budget. The committee will scope out potential costs and report back to the committee.

Social Committee:

Victoria Avery reported that two happy hours have taken place, with 46 people attending one and 28 attending the other. She stated that the day of the happy hour may change. She also reported that there has been an interest in having a potluck dinner. Lastly, there is a Super Bowl event coming up in February.

V. RESIDENT FORUM:

Victoria Avery stated that she is interested in the ventilation issue.

Jim Fazzio inquired about his plumbing proposal.

An owner inquired about the commercial building conveyance and assessment. John Fay responded that the issue needs to be evaluated. Michael Yelton will look into the issue and report back.

John Fay asked Michael Yelton to look into the unresolved commercial assessment issues without involving the lawyers. He agreed to report his findings at the next Board meeting.

VI. DECISION ITEMS:

Ratification of Staff Holiday Bonus:

The resolution to give staff a holiday bonus was ratified **BY CONSENSUS**.

Ratification of Architectural Request:

MOTION: Mr. Abramson moved, Ms. Drucker seconded, to ratify the approval of the replacement of carpeting in Unit 505-207. The motion passed unanimously (4-0-0).

Unit Owner Request:

MOTION: Mr. Willis moved to approve the reimbursement of towing fee of \$150 for a unit owner. The motion did not pass due to the lack of a second.

2007/2008 Audit Approval:

MOTION: Mr. Willis moved, Ms. Drucker seconded, to elect to apply all or part of the excess assessment income to the following year's assessments, and such final amount will be at the discretion of the Board. The motion passed unanimously (4-0-0).

MOTION: Mr. Abramson moved, Mr. Willis seconded, to accept the 2007/2008 audit as submitted. The motion passed unanimously (4-0-0).

Transition Audit Approval:

MOTION: Mr. Willis moved, Mr. Abramson seconded, to approve the audit for the six month period ending June 30, 2009. The motion passed unanimously (4-0-0).

Filing Status Approval:

MOTION: Mr. Willis moved, Mr. Abramson seconded, to use the corporate method. The motion passed unanimously (4-0-0).

Reserve Study:

MOTION: Mr. Willis moved, Ms. Drucker seconded, to postpone the vote on the reserve study until the next Board meeting. The motion passed unanimously (4-0-0).

VII. DISCUSSION ITEMS:

Review of 2009 Annual Meeting Minutes:

The Board reviewed and discussed the 2009 Annual Meeting minutes and edits were requested.

Ventilation System Proposal:

MOTION: Mr. Willis moved, Mr. Abramson seconded, to reject the proposal. The motion passed unanimously (4-0-0).

Each unit owner will be asked to test their vents and report the results to Ms. Jose.

Unit Owner Request:

The Board discussed the request from Jim Fazzio to be available to unit owners as an option for a plumber. The Board agreed that he will be added to the list of options for emergency calls, provided he submits the required information to the management company.

Assessment Coupons:

Mr. Yelton stated that the coupons were late due to an error on the part of the company that produces them.

Mr. Abramson left the meeting at 9:40 p.m.

Satellite Office Sign:

MOTION: Ms. Drucker moved, Mr. Willis seconded, to remove the satellite office sign. The motion passed (2-0-1) with Mr. Willis abstaining.

VIII. INFORMATIONAL ITEMS:

Management Report:

Michael Yelton pointed out some reports that the Board will begin to receive. He also stated that management is tracking big money expenses.

John Fay inquired about the gap in emergency coverage. He and Michael Yelton will discuss this off-line.

IX. NEW BUSINESS:

Clarification of Board Liaisons:

MOTION: Ms. Drucker moved, Mr. Willis seconded, to resolve that Bylaw Article 3.1 shall be interpreted to enable all Board members to seek information or clarification, including legal clarification, from the managing agent, engineers, or legal or other service providers to the Association. Individual Board members, including the Board's designated liaison, may not incur monetary obligations from contractors or service providers without a Board vote of approval. Normally, such orders to service providers will be conveyed by the designated Board representative. The Board shall interpret Article 3.1. in this fashion notwithstanding language in any contract that may appear to contradict these interpretations. All such contradictory language will be withdrawn in June 2010, or at such time as any contract with any service provider to the Association is renewed.

Edmund Willis withdrew his second and the motion did not pass due to a lack of a second. John Fay would like the entire Board to review the proposed motion.

Check Signing:

Edmund Willis, John Fay and Catherine Drucker will be authorized to sign Association checks on reserve funds.

V. ADJOURNMENT:

The meeting was adjourned at 10:31 p.m.