

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

April 20, 2010

ATTENDEES:

Board Members Present:

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

Also Present:

Tom Markell	Community Manager
Jonathan Sucher	Vice President, Cardinal Management
Marlene Jose	Site Manager
Chris Collins	Recording Secretary, Minute-By-Minute

I. CALL TO ORDER:

John Fay called the meeting to order at 7:03 p.m.

II. APPROVAL OF MINUTES:

The approval of the March 16, 2010 minutes was postponed until the May Board meeting.

III. OFFICER REPORTS:

President's Report: John Fay reported that the ventilation issue in Unit 401 is being resolved. He also suggested developing a maintenance calendar. Some upcoming projects include cleaning, repair and painting of balconies, rust stain removal on some concrete areas, and water intrusion issues. He reported that the Board is considering providing wireless internet access in the buildings.

Treasurer's Report: Edmund Willis reviewed the financial report. He stated that income is short by \$2,900.00. He said that March expenses were \$12,724.00, but the overall expenses for the year to date are under by \$5,000.00. He also pointed out that administrative expenses are over budget, and that maintenance expenses are over budget

for both March and the year to date. Lastly, delinquency fees were at \$3,308.00 for the end of March. There are currently 17 owners delinquent. Nine under \$100, seven over 30 days and one over 60 days.

IV. COMMITTEE REPORTS:

Covenants Committee: No report was given.

Gym Committee: Rob Cross presented two proposals for gym equipment to the Board. He recommends retiring an old piece of cardio equipment to make room for the new equipment. The committee will work with management to get an estimate on expanding the gym. Once all information is in the Board will vote at the next meeting.

Lobby Decorating Committee: Rachael Sexton reviewed her report as submitted to the Board.

MOTION: Mr. Abramson moved, Mr. Willis seconded, to approve up to \$1,500.00 each for three designers to develop concept plans for the lobbies and to provide detailed proposals. The motion passed unanimously (4-0-0).

V. RESIDENT FORUM:

Rachael Sexton stated her concern over the issue discussed in the March minutes regarding the gym waiver. She requested that the waivers be removed from all of the owners' files and from the website.

MOTION: Ms. Drucker moved, Mr. Willis seconded, to notify the unit owners that gym waivers filed in their records will be destroyed; and to remove the waiver language from the website. The motion passed unanimously (4-0-0).

VI. UNFINISHED BUSINESS:

No unfinished business was discussed.

VII. NEW BUSINESS:

Owner Request:

MOTION: Mr. Abramson moved, Mr. Willis seconded, to approve Legal Counsel's recommendation to waive \$75.00 of a unit owner's late fee. The motion passed unanimously (4-0-0).

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Administration Resolution Revision:

The management company will do further revisions and include it in the May Board packet. Condominium assessment late fees will increase to \$50.

Water Treatment Contract Increase:

MOTION: Mr. Abramson moved, Mr. Willis seconded, to approve the Water Treatment proposal from Arc at a new monthly service fee of \$189.00. The motion passed unanimously (4-0-0).

Pressure Washing Proposal:

The Association documents and the Virginia Condominium Act will be reviewed and the issue will be addressed at the next meeting.

Soffit Repair Proposal:

MOTION: Mr. Abramson moved, Mr. Willis seconded, to approve the proposal from Top of the Line for soffit repair in the amount of \$1,056.00. The motion passed unanimously (4-0-0).

Ratification:

MOTION: Ms. Drucker moved, Mr. Abramson seconded, to ratify the decision to repair the sump pump from Kesterson and Professional Electric. The motion passed unanimously (4-0-0).

Domain Name Purchase:

Marlene Jose will research the issue and email the Board.

VIII. ADJOURNMENT:

MOTION: There being no further business to discuss, Mr. Abramson moved, Mr. Willis seconded, to adjourn the Board of Directors meeting at 9:29 p.m. The motion passed unanimously (4-0-0).