

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

May 19, 2010

ATTENDEES:

Board Members Present:

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

Board Member Absent:

Chris Burruss	Secretary
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Also Present:

Marlene Jose	On-Site Manager
Chris Collins	Recording Secretary, Minute-By-Minute

I. CALL TO ORDER:

John Fay called the meeting to order at 7:00 p.m.

II. APPROVAL OF MINUTES:

MOTION: Catherine Drucker moved, Paul Abramson seconded, to approve the minutes of the March 16, 2010 meeting of the Board of Directors. The motion passed (3-0-1) with Edmund Willis abstaining.

MOTION: Edmund Willis moved, Catherine Drucker seconded, to approve the April 12, 2010 special meeting of the Board of Directors as amended. The motion passed unanimously (4-0-0).

MOTION: Edmund Willis moved, Paul Abramson seconded, to approve the April 20, 2010 meeting of the Board of Directors as amended. The motion passed unanimously (4-0-0).

III. OFFICER REPORTS:

President's Report: John Fay reported that the drainage issues around the outside of some of the buildings have been identified and the downspouts will need to be repaired or replaced. Management is currently obtaining proposals.

He also reported that a list of tasks/priorities will be developed for the balcony work, and that the cracks in the concrete will be addressed first.

Lastly, Dr. Fay reported that EMS and the police were recently called to the property regarding a renter that threatened to harm himself. This is the third or fourth incident involving this person. Management will draft a letter to the unit owner.

Treasurer's Report: Edmund Willis reviewed the financial report that he received from Tom Markell.

- Income for the year to date is at a deficit of \$2,645.00
- Expenses are over budget by \$3,121.00
- The budget deficit as of April 30, 2010 is \$5,766.00
- The reserves are at \$70,164.00 and the amount contributed year to date equals the budgeted amount.
- Total cash and investments is \$264,494.00
- The net balance for reserve funds is \$374,431.00
- The legal fees to date total \$3,414.00
- 9 unit owners are delinquent in excess of \$100.00 each; 4 are 30 days delinquent; 5 are 60 days delinquent; 1 is 90 days delinquent

Mr. Willis reviewed his recommendations for developing the budget. He requested that the Board revisit his proposed budget revisions.

IV. COMMITTEE REPORTS:

Gym Committee: The committee obtained three proposals for the removal of the wall between the gym and party room. The lowest bid is \$2,200.00. Management will ask the bidders to revise their proposals based on adjustments recommended by the committee. The Board will review the proposals and possibly approve over email.

V. UNFINISHED BUSINESS:

Ratification:

MOTION: Catherine Drucker moved, Paul Abramson seconded, to ratify the approval of the request for a bathroom renovation by the unit owner at Building 505, Unit 504. The motion passed unanimously (4-0-0).

Lobby Design Project: There has been no update.

Gym Waivers: Management is working on removing them from unit owner's files.

Sump Pump: The sump pump was fixed but another issue arose and is being resolved.

Budget Meeting: Management will email the Board to confirm a date for the meeting. Legal Counsel will be asked to attend.

MOTION: Edmund Willis moved, Paul Abramson seconded, to request Legal Counsel clarification on the process/legalities regarding the budget for the Association which includes both commercial and residential units and overlapping common elements, particularly in light of certain sections of the bylaws. The motion passed unanimously (4-0-0).

VI. NEW BUSINESS:

Comcast Contract:

MOTION: Paul Abramson moved, Catherine Drucker seconded, to approve the contract with Comcast, with revisions, and that the income from the agreement will be placed in the residential reserves fund. The motion passed (3-0-1) with Catherine Drucker abstaining.

Owner Request:

MOTION: Edmund Willis moved, Paul Abramson seconded, to approve the request for the installation of wood flooring from the unit owner at Building 610, Unit 308. The motion passed unanimously (4-0-0).

Maintenance: John Fay stated that he would like management to create a computerized listing of all of the maintenance projects, as well as work orders. He will talk with Marlene Jose about this.

VII. ADJOURNMENT:

There being no further business to discuss, Dr. Fay adjourned the meeting at 9:23 p.m.