

**MINUTES OF THE
COLECROFT STATION CONDOMINIUM
BOARD OF DIRECTORS MEETING**

**505 East Braddock Road
Alexandria, VA**

June 22, 2006

I. ATTENDEES:

Board Members Present: Mr. Richard Calderon, President; Mr. Tom Manor, Ms. Holly Hess, Treasurer (interim); Ms. Carmen Radelat, Secretary; and Mr. Paul Abramson, Commercial Director.

Others Present: Ms. Diane Tschirhart, Property Manager, Ms. Marlene Jose, Building Manager, and Ms. Lee Ann Turner, Recording Secretary.

II. OWNERS' FORUM:

The owners' forum was called to order at 7:15 p.m.

III. CALL TO ORDER:

Mr. Richard Calderon called the meeting to order at 7:20 p.m.

IV. PRESIDENT'S REPORT:

Mr. Calderon announced a car that was traveling at a high rate of speed hit and damaged the garage door. As a result the garage door will be replaced with a new one. He added that the car was not being driven by a unit owner.

V. TREASURER'S REPORT:

Ms. Hess referred the Board to section F of the Board packet; it displays the financials for the Association as of May 31, 2006. On page F-1, the variance year-to-date on operating expenses are once again in the black and have stabilized. She had an email from the financial advisor from Morgan Stanley regarding the transfer of \$12,000.00 to pay Seal Engineering. He suggested laddering the Association's investments. This will be discussed at a later time.

VI. COMMITTEE REPORTS:

No reports were provided.

VII. OLD BUSINESS:

Ms. Tschirhart referred to pages B-5 and B-6 regarding Seal Engineering's proposal regarding water infiltration. Their proposal is for \$4,700.00.

MOTION: Ms. Hess moved, Mr. Abramson seconded, to approve the contract with Seal Engineering to make one additional destructive test in 545 building and an additional set of tests in 610 and 505 towers for \$4,700.00 according to the estimate given on June 8, 2006. The motion passed unanimously (5-0-0).

Mr. Calderon reviewed two environmental assessment proposals from Applied Environmental and KEM. Applied Environmental's proposal is in the amount of \$1,460.00, and KEM's proposal is for \$1,638.00.

MOTION: Ms. Hess moved, Mr. Abramson seconded, to approve the contract in the amount of \$1,638.00 from KEM dated June 14, 2006. The motion passed (4-0-1) with Mr. Manor abstaining.

Mr. Calderon and the Board reviewed pages B-23 through B-25.

MOTION: Ms. Hess moved, Ms. Radelat seconded, to approve the installation of a Wayne Dalton garage door. The motion passed unanimously (5-0-0).

Mr. Calderon reported that a resident from building 505, unit 106 did not know approval was needed for installation of hard wood floors in the unit. Ms. Hess reiterated that the Association is not responsible for damage to new floor coverings in any unit other than the type of covering that was originally installed, which is carpeting.

MOTION: Ms. Hess moved, Ms. Radelat seconded, to approve the installation of hardwood flooring in building 505, unit 106. The motion passed unanimously (5-0-0).

Mr. Calderon explained that a letter was sent out to a unit owner regarding the windows that the unity owner removed without permission. The unit owner was offered in the letter two options:

1. An agreement to maintain the windows for a time, but replace them before quitting the unit.
2. Replacement of windows at owner expense immediately.

Mr. Manor read a letter from the owner regarding the situation and why the unit owner should not pay for the replacement. Ms. Hess stated that she takes offense to the letter's misrepresentation that the Board is being vindictive and that the Board is profiting from the previous window replacements. Ms. Hess wants to clear up that no one is profiting but simply following the by-laws of the Association. There is protocol to follow for requesting the attention of the Board about replacing common elements. Ms. Hess reflected back to

earlier years of the Board where they have not always been so accommodating and she feels the current Board is very sensitive to owners. She feels that the current Board continues to make the Association a place where the unit owners want to live.

MOTION: Ms. Hess moved, Ms. Radelat seconded, to proceed with the replacement of windows in building 505, unit 802, with a provision that the Board hears from the owners prior to locking in the contract with Pella, the Board would accept this tardy offer. If the owners do not contact the Board, the Board will proceed as proposed by Legal Counsel. The motion passed (4-0-1) with Mr. Manor abstaining.

Ms. Hess stated that she takes offense to the misrepresentation of the Board being vindictive. A unit owner has expressed that the Board is profiting from previous window replacements. Ms. Hess wants to clear up that no one is profiting but simply following the by-laws of the Association. There is protocol to follow for requesting the attention of the Board for replacing common elements. Ms. Hess reflected back to earlier years of the Board where they have not always been so accommodating and she feels the current Board is sensitive to owners. She feels that the current Board continues to make the Association a place where the unit owners want to live.

Ms. Hess referred to page 4 of Ms. Tschirhart's report stating that 2/3 of the units are owner occupied and 1/3 are rented. She announced that a two bedroom unit in building 505, # 705 just sold for \$399,000.00.

Ms. Hess announced there is a meeting scheduled with the contractor on June 23, 2006 for garage re-coating. This process will take two weeks.

VIII. NEW BUSINESS:

No new business was addressed.

IX. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Carmen Radelat, Secretary

DATE APPROVED: _____

ATTESTED BY: _____
(Name)

(Title)