

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

**505 East Braddock Road  
Alexandria, VA**

**April 21, 2004**

**I. ATTENDEES:**

Board Members Present: Mr. Richard Calderon, President; Mr. Greg Viggiano, Vice President; and Mr. Jerry Aquino, Secretary.

Board Members Absent: Mr. Paul Abramson, Director and Ms. Holly Hess, Treasurer.

Others Present: Ms. Diane Tschirhart, Property Manager; and Lee Ann Rindfleisch, Recording Secretary.

**II. CALL TO ORDER:**

Mr. Calderon called the meeting to order at 7:15 p.m.

**III. OWNERS FORUM:**

A resident, Mr. John Childers, inquired as to the progress of the installation of new larger mailboxes so that mail could fit properly. Mr. Viggiano mentioned it has already been discussed at the prior months' meeting and passed the task on to another resident, Rachel Sexton. Ms. Sexton looked at several sizes and shapes and will be sending the information to Diane Tschirhart so that she can look into the descriptions and pricing. Ms. Tschirhart will then pass the information on to the Board so that by the May meeting, the Board can decide on a style. Mr. Calderon would like the style to be classy and distinguished. Ms. Sexton inquired about the possibility of creating cubby-style areas to place packages in order to cut down on the clutter in the mail room. Mr. Calderon agreed and would also like to keep the design consistent with the cabinetwork, which is in the plan for the mail room renovation.

**IV. APPROVAL OF MINUTES:**

**MOTION: Mr. Aquino moved, Mr. Viggiano seconded, to approve the March 17, 2004 Board meeting minutes as amended. The motion passed unanimously (3-0-0).**

V. **OFFICERS' REPORTS:**

**President's Report:** Mr. Calderon referred to an issue with an owner's dog intimidating residents and children and biting an employee. He noted the matter is in the process of being handled by the Association's Legal Counsel. Mr. Viggiano asked if there was correspondence between the Association's Legal Counsel and the dog owner was included in the packet. The Board referred to the letter from Legal Counsel to the dog owner.

VI. **COMMITTEE REPORTS:** None

VII. **OLD BUSINESS:**

Ms. Tschirhart reported that she has received 3 bids from contractors to clean and resurface the upper deck. The newest bid is for \$75,000.00, Hann & Hann has quoted \$11,900.00, and Culvertson quoted \$54,850.00.

Mr. Viggiano asked Ms. Tschirhart to call the two most expensive companies to see if they will be competitive in their pricing based upon the cheapest bid from Hand & Hand.

Mr. Calderon met with Doug White from Thomas Downey, Ltd. Doug White explained to him that water is seeping through the cracks in the bricks and it is also getting into the grout and then finding its way into the building. Mr. Calderon went on further to explain that the concrete pavers need to be lifted, the grout removed, plastic spacers installed, and a hole drilled into the deck so the area can drain

Mr. Calderon explained the design of the signs that will be made with custom colors matching those of the Association, pale green and rust.

VIII. **NEW BUSINESS:** None.

IX. **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:04 p.m.

Respectfully submitted,

\_\_\_\_\_  
Jerry Aquino, Secretary

DATE APPROVED: \_\_\_\_\_

ATTESTED BY: \_\_\_\_\_  
(Name) (Title)