

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

**505 East Braddock Road
Alexandria, VA**

August 30, 2004

I. ATTENDEES:

Board Members Present: Mr. Richard Calderon, President; Mr. Greg Viggiano, Vice President; Mr. Jerry Aquino, Secretary; Ms. Holly Hess, Treasurer; and Mr. Paul Abramson, Director.

Others Present: Ms. Diane Tschirhart, Property Manager and Malti A. Hahn, Recording Secretary.

II. CALL TO ORDER:

Mr. Richard Calderon called the owner's forum to order at 5:05 p.m.

III. OWNERS FORUM:

A resident asked management about the current status of the mailboxes. Management reported that the last order that arrived did not fit properly and a new order had to be placed.

The same resident requested that either a larger recycle bin be placed on their floor or that the current bin is emptied out more frequently because it is often overfilled.

A resident asked about how the update to the Association website was coming along. It was also suggested that the notice of the Board meetings be posted on the website.

A resident stated that there is a drip from a gutter directly outside of the meeting room.

IV. APPROVAL OF MINUTES:

MOTION: Mr. Aquino moved, Mr. Viggiano seconded, to approve the minutes of June 30, 2004. The motion passed unanimously (5-0-0).

V. OFFICERS' REPORTS:

Treasurer's Report: Ms. Hess gave an overview of the current budget and reported that she will meet with the auditor because she would like to fully comprehend the 2003 audit which showed the Association to be \$29,000.00 over budget.

VI. COMMITTEE REPORTS: None

VII. OLD BUSINESS:

Ms. Tschirhart showed the Board the sample "No Trespassing" sign for the property. Management and the Board concluded it was not fitting for the property and to continue to search for another.

VIII. NEW BUSINESS:

Plaza Project: Mr. Calderon stated said that the Board is currently trying to develop a strategy for the Plaza Project.

Washer Machine and Dryer Hoses: The Board discussed the replacement hoses for washer and dryers in the units. It was stated that the first step of this project would be to find out the longevity of the original hoses and the Board would proceed from there at a later date.

IX. ADJOURNMENT:

The Board went into an Executive Session. The regular session ended at 5:50 p.m. There being no further business, the meeting was adjourned at 6:53 p.m. The next meeting will be Thursday, September 23, 3004 at 5:00 p.m.

Respectfully submitted,

Malti A. Hahn, Recording Secretary

DATE APPROVED: _____

ATTESTED BY: _____
(Name) (Title)