

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

**505 East Braddock Road  
Alexandria, VA**

**January 27, 2005**

I. **ATTENDEES:**

Board Members Present: Mr. Calderon, President; Ms. Holly Hess, Vice President; and Mr. Tom Manor, Treasurer.

Absentees: Mr. Joe Trevisani, Secretary; Mr. Paul Abramson, Director; and Ms. Diane Tschirhart, Property Manager

Others Present: Lee Ann Rindfleisch, Recording Secretary.

II. **CALL TO ORDER:**

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

III. **APPROVAL OF MINUTES:**

**MOTION: Mr. Manor moved, Ms. Hess seconded, to approve the December 8, 2004 Board meeting minutes. The motion passed unanimously (3-0-0).**

IV. **OFFICERS' REPORTS:**

None

V. **OLD BUSINESS:**

Mr. Manor explained to the board that attempts were made to meet with Mr. Trevisani, the engineer and himself. Emails were sent to Ms. Tschirhart with the available meeting dates however no confirmation was given from Ms. Tschirhart. Mr. Manor and Mr. Trevisani met and decided to dig the 4-foot flowerbed from the ground and save the flowers and soil for re-planting in the future.

VI. **NEW BUSINESS:**

There are three items on a slate to be voted on for building #505 unit #802.

1. Perform remodeling in the kitchen and bathroom.
2. Installation of laminate floors.

3. Installation of insulation above ceiling.

**MOTION: Ms. Hess moved, Mr. Manor seconded, to all 3 items on the slate. The motion passed unanimously (3-0-0).**

Mr. Calderon referred the board to exhibit 'B' pg. 41. He read a proposal from Goldklang, Cavanaugh, and Associates to prepare the 2004 audit and state and federal income tax return for Colecroft Station Association for \$2550.

**MOTION: Ms. Hess moved, Mr. Manor seconded, to approve the proposal from Goldklang, Cavanaugh, and Associates for \$2550. The motion passed unanimously (3-0-0).**

Mr. Calderon discussed the issues of the cooling tower with the board. He would like KPA to determine whether it is a question of renovating or replacing the tower.

Mr. Calderon referred the board to exhibit 'C' 1 on pg. 4. There is only one proposal received from a company for the reserve study. The board decided to wait another month for more proposals from other companies and then compare the services and pricing.

Mr. Calderon noted there are currently 104 owners and 52 renters at Colecroft Station.

Mr. Manor inquired as to the frequency and rate of increase of condominium fees. Ms. Hess responded that is every year and approximately 3%.

VIII. **ADJOURNMENT:**

**MOTION: Ms. moved, Mr. Manor seconded, to adjourn the meeting and proceed to executive session. The motion passed unanimously (3-0-0).**

There being no further business, the meeting was adjourned at 8:33 p.m.

Respectfully submitted,

\_\_\_\_\_  
Joe Trevisani, Secretary

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

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