CAMERON STATION COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, August 29, 2017

The regularly scheduled monthly meeting of the Board of Directors for August was held on Tuesday, August 29, 2017. The meeting was called to order at 7:03 p.m. by President Jon Dellaria at the Cameron Club located at 200 Cameron Station Blvd., Alexandria, VA 22304, with a quorum present.

Board Attendance
Jon Dellaria President
Michael Johnson Vice President
Stephanie Bibighaus Secretary
Donna Kenley Director
Elliott Waters Director

Members Absent
Megan Brock Treasurer
Rodney Gray Director

Others Attending
Judy Johnson, General Manager, CMC
Deirdre Baldino, Assistant General Manager, Recording Secretary, CMC
Cameron Station Residents

APPROVE AGENDA
Move To: “To approve the agenda with the addendum to remove item D as stated”.
Moved by: Michal Johnson
Seconded: Elliott Waters
For: All
Against: None
Absent: Stephanie Bibighaus, Megan Brock and Rodney Gray
MOTION PASSED

Change of Attendance: Stephanie Bibighaus arrived at 7:08pm

RESIDENTS’ OPEN FORUM
• CS Resident addressed the Board and discussed that they recently received a violation notice regarding a sign that they had placed in their yard that supported “Spread Kindness, Build Community” campaign that began in the Del Ray area of Alexandria in hopes of bringing peace during this divisive time. The signs are not political, not offensive and only ask to treat one another with kindness. They attended the CSCA Architectural meeting on August 2nd and acknowledges that the ARC committee was following the CSCA DMS in regards to their violation notice that they received. However, they ask the Board to consider a temporary allowance of time for community residents who would be interested to participate in the campaign and be allowed to place these particular signs on their properties (until October).
• CS Resident- Echoed the “Spread Kindness, Build Community” campaign and also asked the Board to consider a temporary time for residents who wish to participate to allow the signs be placed on their properties.

APPROVAL OF MINUTES
Move To: “Approve the minutes from the July 25, 2017 Board of Directors meeting with an amendment to page 6 as stated.”
Moved by: Donna Kenley
Seconded: Elliott Waters
For: All
Abstain: Stephanie Bibighaus
Absent: Megan Brock and Rodney Gray
MOTION PASSED

FINANCIAL REPORT FOR JULY 2017
This summary reflects the un-audited fiscal year 2017 financial entries. Please be reminded, this is a snapshot of the Association’s financial situation as of July 31, 2017.

<table>
<thead>
<tr>
<th>EXECUTIVE SUMMARY</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cash and Investments</td>
<td>$2,522,733.02</td>
<td>$2,522,733.02</td>
<td></td>
</tr>
<tr>
<td>YTD Income</td>
<td>$1,436,079.67</td>
<td>$1,442,659.28</td>
<td>($6,579.61)</td>
</tr>
<tr>
<td>YTD Expenses</td>
<td>$1,345,693.45</td>
<td>$1,467,986.50</td>
<td>($122,293.05)</td>
</tr>
<tr>
<td>YTD Net Income, surplus/(loss)</td>
<td>$90,386.22</td>
<td>$25,327.22</td>
<td>$115,713.44</td>
</tr>
</tbody>
</table>

Financial Advisory Committee (FAC) Chair Member, Jeff Gathers presented the report as included in the BoD packet. Also, to be noted that the delinquency rate is 2.20% which is well below the industry standard of 3%-5%.

PRO-FIT REPORT FOR JULY 2017
Presented report as provided in BoD packet.

OFFICERS’/COMMITTEE REPORTS
Activities and Events Committee
No Report.

Architectural Review Committee
The ARC still currently has one vacancy and the committee will have three applicant applications to review at their next meeting in September. The ARC also recognizes the City of Alexandria “Spread Kindness, Build Community” signage and noted that the committee is responsible to enforce the CSCA Design and Maintenance Standards and allowing signage besides what is written in the DMS is prohibited.
Common Area Committee
Has two agenda items and apologizes for the CAC minutes be received late. The committee is in favor of the Lancaster proposal that resulted from the most recent CAC walk-through for plant material installation along Duke Street. CAC Chair Mr. Burns also addressed the second agenda item regarding the CAC Luncheon for Lancaster Landscapes. In the past the committee hosted an appreciation luncheon for Lancaster and all the crew members who work onsite at Cameron Station. This year for 2017 there is potential sponsorship from the Podolsky Group in the amount of $500, this will require Board approval.

Cameron Club Facilities Committee
The CCFC has two motions for the Board to consider and recommends their motions that are on the meeting agenda that include to have one large window replaced in the Cameron Club Basketball court that needs replacing due to a broken exterior seal. Also, they discussed that two elliptical machines require new circuit boards. However, after a healthy discussion with Mr. Henry (CCFC member), Mr. Mandley (ProFIT) and the Board, other options were presented that included replacing the two machines now and deferring the payment until 2018.

Communications Committee
No Report.

Financial Advisory Committee
The FAC still has one vacancy on the committee and asked that the Board table the 2016 Draft audit report until the committee has more time review before any Board action is taken. By way of the committee the normal practice is usually the draft audit is presented to the BOD in September/October after the FAC carefully reviews. The committee is gearing up in anticipation for the second 2018 budget meeting which is scheduled for September 12th. Also, noted that the FAC will be drafting a post-mortem memorandum for Board review and further action regarding the FAC view on the over expenditures from 2016.

OLD BUSINESS
City of Alexandria Update: Mr. Johnson reported that the Landmark Mall redevelopment is underway with the Howard Hughes Corporation and currently waiting for the last section of mall (Sears) to be sold.

NEW BUSINESS
City of Alexandria Update: Mr. Johnson discussed that presently the West End of Alexandria will have a “Meet an Artist” fundraiser with proceeds that will benefit and go to the Samuel L. Tucker Elementary School. The event is scheduled for October 10th.

MATTERS FOR BOARD DISCUSSION
a. John Ticer Gazebo- Management Update and BECS Inspection Report
   A new Engineer with BECS (Building Envelope Consultants and Scientists, LLC) inspected and examined the concrete cupola gazebo on July 10th and Management has included
the condition report for the Board review. The report provided an in-depth study and included several options. The recommendation from Management is to engage in the first option at this time that consists of the stand-alone mock-up that addresses repairs at one column location in addition and based on the findings continue with the repair construction of the entire structure totaling with an estimated cost of $35,000-$45,000. However, after lengthy and detailed discussion the Board advised Management to revisit the Associa On-Call Proposal (AOC) that was presented to the BoD at the beginning of the year and send out both proposals to the Board prior to the September BoD meeting.

MATTERS FOR BOARD DECISION

a. Lancaster Proposal: Plant Material Along Duke Street

Move To: “Approve the Common Area Committee’s (CAC) recommendation to the Board of Directors, to approve the Lancaster Landscapes, INC. proposal #28564 for plant material along Duke Street (front wall) in the amount of $1,766.00 to be expensed to GL#6150 - Flower Rotation and Landscape Enhancements“.
Moved by: Elliott Waters
Seconded: Donna Kenley
For: All
Against: None
Absent: Megan Brock and Rodney Gray
MOTION PASSED

b. Virginia Glass Window Proposal: Cameron Club Basketball Court Window Repairs

Move To: “Approve the Cameron Club Facilities Committee’s (CCFC) recommendation to the Board of Directors, for one large window replacement inside the basketball court from Virginia Glass Window in the amount of $2,195.00 to be expensed to GL#3280- Repair & Replace Reserve Expenditures”.
Moved by: Michael Johnson
Seconded: Donna Kenley
For: All
Against: None
Absent: Megan Brock and Rodney Gray
MOTION PASSED
c. Heartline Fitness Elliptical Repairs

**Move To:** “To purchase two new Elliptical machines at the cost not to exceed $10,000 with the deferred cost and billing to 2018 that will be expensed to GL#3364- Capital Reserves Expenditures”.

Moved by: Michael Johnson
Seconded: Donna Kenley
For: All
Against: None
Absent: Megan Brock and Rodney Gray

**MOTION PASSED**

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d. Luncheon For Lancaster

**Move To:** “The Cameron Station Community Association (CSCA) Board of Directors (BoD) approve Podolsky Group’s sponsorship of the 2017 Community Management Contractor Appreciation Luncheon for appropriate contractors serving this community in the amount of $500.00 on a date, time, and place to be determined in coordination with all contractors involved and any unused funds be used to help defray a similar event in the future if deemed appropriate”.

Moved by: Elliott Waters
Seconded: Donna Kenley
Against: Michael Johnson, Stephanie Bibighaus, and Jon Dellaria
Absent: Megan Brock and Rodney Gray

**MOTION FAILED**

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**MATTERS FOR BOARD REVIEW AND INFORMATION**

Management Report- Included in board packet for review.

Noted and included in the BoD packet, a complaint letter from unknown resident(s) that was received and sent to BoD President Mr. Dellaria and BoD Director Mr. Waters. The complaint letter was discussed, acknowledged and reviewed by the BoD. The letter stated unclear complaints and issues that expressed hostile actions that they feel that the CSCA BoD, ARC, and CMC have taken against residents regarding violations and fines.

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**EXECUTIVE SESSION**

**Move To:** “Enter into executive session at 8:50 p.m. to discuss delinquencies and collection reports”.

Moved by: Michael Johnson
Seconded: Donna Kenley
For: All
Against: None
Absent: Megan Brock and Rodney Gray

**MOTION PASSED**
Move To: “Exit executive session at 8:52p.m.”
Moved by: Stephanie Bibighaus
Seconded: Elliott Waters
For: All
Against: None
Absent: Megan Brock and Rodney Gray
MOTION PASSED

Move To: “Adjourn the meeting at 8:53p.m.”
Moved by: Michael Johnson
Seconded: Stephanie Bibighaus
For: All
Against: None
Absent: Megan Brock and Rodney Gray
MOTION PASSED

Minutes prepared and respectfully submitted by Deirdre Baldino, Recording Secretary, CMC