The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for January was held Wednesday, January 6, 2016. The meeting was called to order at 7:01 p.m. in the Cameron Station Clubhouse Henderson Room with a quorum present.

**ARC Members in Attendance:**
Elizabeth McAlee, ARC Chair
Jay Bieszke, ARC Member
Karen Diener, ARC Member
A.J. Brasseur, ARC Member
Mark Brzezinski, ARC Vice Chair
Ann Garriott, ARC Member

**ARC Members Absent:**
Ruth Kim, ARC Member

**Others in Attendance:**
Meghan Marville, Covenants Administrator, CMC
Mike Johnson, Board President

**RESIDENT’S OPEN FORUM**
No residents present.

**APPROVAL OF AGENDA**
**MOVE TO:** Approve Agenda as presented.
Moved by: Mark Brzezinski
Seconded by: AJ Brasseur
For: ALL
Against: NONE
Abstentions: NONE
**MOTION: PASSED**

**APPROVAL OF ARC MINUTES**
**MOVE TO:** Approve the December 2, 2015 ARC meeting minutes as presented.
Moved by: AJ Brasseur
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: NONE
HEARING
The owner of 231 Somervelle presented an appeal for a previous trim application.

DISCUSSION, INFORMATION & ACTION TOPICS

A. Parking Policy Edits
Karen, Ann, AJ and Elizabeth comprise of the sub-committee to discuss the parking policy and will soon be scheduling a meeting for proposed edits.

B. DMS Edits – Roof Replacement
Discussed possible addition of Roof Replacement item in new DMS.

C. Trash Policy Edits
MOVE TO: Suggest to BOD that trash not be allowed to be put out until 6 p.m. or after, the night before trash pick up service.
Moved by: Mark Brzezinski
Seconded by: AJ Brasseur
For: ALL
Against: NONE
Abstentions: NONE

D. Assigned Resident Parking on Brawner
Discussed possibly assigning resident parking to resident’s in this area who do not have a two car garage, ARC was generally not in favor of this.

Covenants Report
- The number of Comprehensive Inspections performed for January 2016 was 0.
- The number of Resale Inspections performed in January 2016 was 5.
- For the month of January 2016 a total of 14 violation letters were sent.
- Currently the Association has 14 total violations for 2016.
- The next meeting of the Architectural Review Committee is on February 3, 2016.
- As of January 2016 there were 2 applications submitted, of which 2 were approved.
EXECUTIVE SESSION

MOVE TO: Convene into Executive Session at 7:50 p.m.
Moved by: Mark Brzezinski
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

Discussed hearing and possible fines.

MOVE TO: Convene into Open Session at 8:39 p.m.
Moved by: Karen Diener
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.74 postage) for recommended fines for failure to comply with the association policies and direction as discussed:

- Account 324-9567; on 11/23/15
- Account 389-5940; on 11/2/15, 11/25/15, 11/26/15
- Account 271-2956; on 12/1/15, 12/2/15, 12/4/15, 12/5/15, 12/6/15
- Account 214-5167; on 12/1/15
- Account 389-5092; on 12/4/15, 12/5/15
- Account 389-5092; on 12/6/15
- Account 325-0475; on 12/6/15
- Account 299-9229; on 12/4/15
- Account 405-0661; on 12/5/15
And a fine of $10/day for failure to comply with the association policies and direction for account #367-1407.

Moved by: Jay Bieszke
Seconded by: Ann Garriott
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Deny appeal for 231 Somerville railing color.
Moved by: Jay Bieszke
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: Karen Diener
MOTION: PASSED
ADJOURNMENT
MOVE TO: Adjourn the meeting at 9:00 p.m.
Moved by: AJ Brasseur
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

Minutes prepared, and respectfully submitted by: Meghan Marville, Covenants Administrator, CMC