The regularly scheduled monthly meeting of the Board of Directors for September was held on Tuesday, September 29, 2015. The meeting was called to order at 7:00 p.m. by Michael Johnson, Board of Directors-President at the Cameron Club located at 200 Cameron Station Blvd., Alexandria, VA 22304, with a quorum present.

**Board Attendance**
- Michael Johnson  President
- Donna Kenley  V. President
- Megan Brock  Treasurer
- Rodney Gray  Director
- Brian Sundin  Director

**Members Absent**
- Paul Rocchio  Secretary
- Jon Dellaria  Director

**Others Attending**
- Bette Sanft  Community Manager, CMC
- Deirdre Baldino  Assistant Community Manager, CMC

**APPROVE AGENDA**

**Move To:** Approve the agenda as written.

Moved by: Donna Kenley
Seconded: Brian Sundin
For: All
Against: None

**MOTION PASSED**

**GUEST SPEAKER**

Sergeant Ian Torrance of Alexandria City Police Department, reported that in the last month there were 463 calls within Sector 34 and out of those calls 61 where specifically within Cameron Station Community Association and only a few where actionable crimes, which 1 was attempted Burglary located Cameron Station Blvd. Sergeant Torrance also made suggestions to the community to be alert and lock your vehicles, do not leave electronics visible in your vehicles and also suggested that homeowners to always trim back any shrubbery near fronts doors, windows, and garages to help prevent theft.
HEARINGS
Mr. Bean of 5051 Minda Court presented his appeal to the BOD for the reversal of his recent ARC application decision.

RESIDENTS’ OPEN FORUM
2 residents present. 1 resident made comments regarding the Tuesday morning Stretch and Strength class and prefers to have the class remain at 8am and not have it changed to 9am.

APPROVAL OF MINUTES
Move To: Approve the minutes from the July 28, 2015 Board of Directors meeting as presented.
Moved by: Donna Kenley
Seconded: Megan Brock
For: All
Against: None
MOTION PASSED

FINANCIAL REPORT FOR AUGUST 2015
This summary reflects the unaudited FY15 financial entries as of August 31, 2015.

<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>$1,829,017.61</td>
<td>$1,591,299.09</td>
<td>$665.35</td>
</tr>
<tr>
<td>YTD Income</td>
<td>$1,591,964.44</td>
<td>$1,587,922.28</td>
<td>($5,465.62)</td>
</tr>
<tr>
<td>YTD Expenses</td>
<td>$1,582,456.66</td>
<td>$1,587,922.28</td>
<td>($5,465.62)</td>
</tr>
<tr>
<td>YTD Net Income, surplus/ (loss)</td>
<td>$9,507.78</td>
<td>$3,376.81</td>
<td>$6,130.97</td>
</tr>
</tbody>
</table>

Investments:
On 8/31/15 the Association had operating and investment funds totaling $1,829,017.61. The Pacific Premier Bank (PPB) operating account had a balance of $404,601.21. The PPB Google Ads account had a balance of $2,115.65. The PPB money market had a balance of $66,107.81 and the Morgan Stanley Smith Barney (MSSB) money market account had a balance of $302,860.33. There was $1,050,000.00 invested in laddered CDs with MSSB. There was $1,000.00 in the petty cash account.

Balance Sheet:
As of 8/31/15 the Residential Assessments Receivable balance was $34,188.15. This reflects a delinquency rate of approximately 1.50% - the acceptable industry standard is 5%.
Accrued Reserves totaled $1,176,351.48 and were fully supported by cash and investments.

Owners’ Equity*, had a balance of $377,345.67, of which $313,815.57 was supported by cash and investments.

Owners’ Equity supported by cash and investments was 12.91% of the Association's annual assessments. Auditors recommend that it is healthy for Associations to have between 10-20% of the Association's annual assessments in this line item.*The Association's Unappropriated Prior Year Owners’ Equity is the cumulative amount of net income or losses since the inception of the Association. Each year the net income (or loss) is added (or subtracted) to/from this amount.

The Capital Reserves account totaled $17,423.27.

Income Statement Report:
The Income Statement Report reflected year-to-date income of $1,591,964.44, which was $665.35 over the budget of $1,591,299.09. Income items that had a variance of more than $1,500.00 of their YTD budget follow.

- Newsletter Advertising, #4245, was $1,755.00 over its YTD budget of $7,200.00. This account is spread @ $2,400.00 in the months of February, April, June, October and December.
- Resale Processing Fees, #4260, was $1,310.81 under its YTD budget of 6,667.00. This account is spread @ $834.00 per month.
- Room Rental Fees, #4400, was $2,280.00 over its YTD budget of $4,000.00. This account is spread @ $500.00 per month.

Year-to-date expenses totaled $1,582,456.66, which was $5,465.62 under the budget of $1,587,922.28. Expense items that had a variance of more than $1,500.00 of their YTD budget follow.

- Account Setup/DD/Coupons, #5030 was $3,388.00 under its YTD budget of $6,664.00.00. This account is spread @ $833.00 per month.
- Collection Charges, #5025 was $2,190.00 under its YTD budget of $4,000.00. The variance can be attributed to less collection action necessary. This account is spread $500 per month.
- Computer Network/C3, #5040 was $5,485.96 over its YTD budget of $3,232.00. The variance can be partially attributed to payment of an invoice in the amount of $2,081.71 for 11/2014 services that was not submitted/paid until 2/2015.
- Storage Unit, #5100 was $3,000.00 under its YTD budget of $3,000.00. This account will end the year $3000.00 under its annual budget of $3000, as management was able to empty and close the storage units late last winter (after the FY15 budget was approved).
- Postage, #5215, was $6,621.20 under its YTD budget of $10,000.00. This item is spread equally at $1,250.00 per month.
- Decals & Parking Passes, #6422 was $1,905.31 over its YTD budget of $3,333.50 due to the purchase of 2015 decals and passes. This account is spread evenly and will level out during FY15. The spread should be adjusted in FY16, to show most costs in January.
- Events & Awards, #5200 was $9,391.65 under its YTD budget of $22,782.50. This account is spread @ $2,397.50 over ten months and @ $6,000.00 in the months of August (Pool Party) and December (Holiday Party).
- Web Site Maintenance, #5115, was $3,572.26 under its YTD budget of $6,667.00.
- **Other Communications**, #5316, was $4,235.63 under its YTD budget of $5,400.00. This account is spread @ $675.00 per month.
- **Payroll Taxes/Benefits/Costs** #5340 was $8,848.67 under its YTD budget of $54,683.00. The variance is partially attributable to a reimbursement in the amount of $958.80, which is a portion of the FY14 reimbursement totaling $5,405.66 due from CMC to CSCA.
- **Trash and Recycling**, #6035 was $14,706.90 under its YTD budget of $193,092.00. This account is spread @ $24,136.00 per month.
- **Water Service**, #6025 was $6,089.13 under its YTD budget of $19,700.00. This account is spread equally and should be adjusted in FY16, to show higher costs in late spring, summer and early fall months.
- **Grounds & Landscaping, Contract**, #6100 was $2,405.50 over its YTD budget of $99,912.00. $2,797.50 should be coded to G/L #6160 (Tree and Shrub Maintenance) not G/L #6100 – this was for tree and shrub replacements.
- **Flower Rotation & Landscape Enhancement**, #6150 was $4,176.30 under its YTD budget of $11,896.00. Variance due to funds not used at this time.
- **Turf Treatments & Enhancements**, #6155 was $8,630.00 under its YTD budget of $11,250.00. This account is spread @ $1,875 during the months of March through October.
- **Tree & Shrub Maintenance**, #6160 was $1,663.00 over its YTD budget of $30,157. This account is spread @ $7,539 during the months of March through June and September through November.
- **Irrigation System Contract**, #6299 was $3,096.50 under its YTD budget of $9,856.50. Variance due to funds not used at this time. Less sprinkler repairs necessary.
- **Snow Removal Services**, #6442 was $19,549.25 over its YTD budget of $42,000 (same as last month). All snow removal costs for January through March 2015 have been paid. This account is spread @ $14,000 in the months of January, February, March, November and December.
- **General Repair & Maintenance**, #6600 was $11,940.00 over its YTD budget of $2,333.50. Variance due to repair leak damage from a/c unit.
- **General Maintenance Supplies**, #6605 was $3,028.83 under its YTD budget of $5,000.00. Variance due to funds not used/necessary at this time.
- **Street Repair & Maintenance**, #6760 was $1,764.15 under its YTD budget of $7,000. Variance due to funds not used/necessary at this time.
- **Legal Services – Collections**, #7025 was $3,379.17 over its YTD budget of $14,000.00. Variance due to additional collection action necessary.
- **Legal Services – General Counsel**, #7030 was $18,794.98 over its YTD budget of $20,451.00. The variance on this account is attributable to billable action initiated by the board.
- **Clubhouse Utilities**, #6075 was $2,216.33 over its YTD budget of $22,667.00. The variance on this account is due to higher utilities expenses this month.
- **Special Cleanings**, #6436 was $1,800 over its YTD budget of $5,200.00. The variance can be attributable to FY14 invoices totaling $3,775 that were not submitted/paid until 2/2015.
- **Pool Management**, #6438 was $6,735.00 over its YTD budget of $41,001.00. This account is spread @ $2,501 in April, $7,000.00 in May, $10,500.00 in June through August, $6,000.00 in September and $4,130.00 in October. The variance is attributable to April invoice amount of $5,500.00. The variance will adjust as the year progresses.
- **Fitness Equipment Repair**, #6570 was $4,350.83 over its YTD budget of $4,000.00. This account is spread equally @ $500 per month. The variance can be attributed to a higher than usual number of service/repair calls.
- **Access System Supplies**, #6590 was $1,531.94 over its YTD budget of $2,667.00. Additional access cards purchased/ordered.
As of 8/31/15, there was an overall positive variance between YTD income and expenses in the amount of $9,507.78 which was $6,130.97 over the budget amount for Net Income/Loss of $3,376.81.

**ProFIT REPORT FOR JULY AND AUGUST 2015**
The electric bulletin board in the lobby continues to be really great tool, been able to display CS photos and fitness schedules. ProFIT has implemented yoga for seniors and rotated out 2 boot camp classes to paid classes. A new instructor for Yoga for Athletes has joined and this class attendance has increased. The new fitness center equipment was delivered and installed on September 3, 2015. Signage has been installed in the fitness center lobby that summarizes proper usage of the facility.

**OFFICERS’/COMMITTEE REPORTS**

**Activities and Events Committee**
No Report

**Architectural Review Committee**
ARC- Revision of DMS Language regarding decks/fences/walls. Elizabeth McAlee-ARC Chair presented to the BOD, as per their request the rationale for revising the DMS language regarding decks/fences/walls. The committee offers the following changes.

- Expansion of the approved list of colors to cover a wider spectrum of natural wood shades that can be matched to either wood stains or composite materials.
- Once approved, a color wheel will be provided with the “approved” and “prohibited” colors.
- There are two (2) colors from the current approved list that would not fall under the wider range of natural wood shades (Curry and Natural). The new DMS language grandfathers in already approved colors, this avoids homeowners who have these specific shades to “re-do” a deck or fence that is currently in good maintenance.
- The ARC would still require homeowners to complete and file an application for deck/fence work to ensure a history of work completed for each home. The intension would permit the Covenants’ Administrator to give approval for the majority of these applications after ensuring the requested color is within the approved range of colors that are on the new color wheel.
- Any questions regarding an application or color choice would then result it being sent to the ARC for the committee review and consideration at the monthly ARC meetings.
- The ARC hopes that making more choices available to residents, providing additional clarification, and trying to streamline this process will result in less confusion and provide more cooperation throughout the community.
Common Area Committee
No Report

Cameron Club Facilities Committee
No Report

Communications Committee
No Report
Donna Kenley (Board Liaison) mentioned that the Communications Committee did enquire a Cameron Station resident as the new Editor for The Compass.

Financial Advisory Committee
No Report
Megan Brock (Board Liaison) mentioned that the Financial Advisory Committee has been working hard and has been doing an outstanding job. The FY2016 Budget season is underway and the next scheduled Budget meeting is 10/22/15.

Ad-Hoc Pool Committee
No report.

OLD BUSINESS
City of Alexandria Update
No update.

MATTERS FOR BOARD DECISION
a. Financial Advisory Committee Appointment
   Move To: “I move to approve the FAC recommendation to appoint Tracey Andrew to the Financial Advisory Committee.”
   Moved by: Donna Kenley
   Seconded: Megan Brock
   For: All
   Against: None
   MOTION PASSED

MATTERS FOR BOARD REVIEW AND INFORMATION
a. Management Report

Annual Re-Registration: As of this writing, residents of approximately 1,575 homes have re-registered.
Budget: The 2016 (2nd) Budget review and discussion was held on September 23rd with the Board, FAC and Committee Chairs. The next scheduled final budget review meeting will be held at the beginning of October (date to be set) with the Board, FAC and Committee Chairs.
Annual Meeting: The Annual Meeting is scheduled for November 2nd at 7 PM. The CSCA Board of Directors Candidacy Form has been distributed with submissions due by September 30th at 5 PM. The Meet the Candidates Night is scheduled for October 18th.

Nominate Good Neighbors for Pillow Award: Nominations for the Mark Pillow Community Spirit Award are due by October 20th. The winners will be announced at the Annual Meeting on November 2nd.

Shuttle Schedule: The CAC Committee will be reviewing proposed schedule changes at their next meeting.
Changes to the CS Shuttle Schedule were put on hold temporarily until after the school season began and until after the construction was completed at the traffic light at Van Dorn and Edsall, which has now been completed. The proposed schedule change was not feasible due to the timing of the stoplights to/from Van Dorn Station. Also, Metro is planning on changing service to add more Blue Line Trains. This would also affect any schedule changes.

High Sierra Pool: Attached please find email from a resident to High Sierra complimenting the lifeguard staff.

Landscaping/Irrigation: The complete irrigation project is finished. All of the damaged turf due to construction, will be restored during the month of September and October. Irrigation is running at this time.

Leaf removal is being performed with the weekly mowing. The large fall leaf removal will be the week of November 9th. Fall/Winter flowers will be installed the week of October 12th.

Trash and Recycling Bins: American Disposal Services have confirmed delivery date of Thursday, October 8th for residents that have already requested the new bins.

Pro-Fit/Fitness Equipment: The new fitness equipment was delivered and installed on September 3rd.

Audio Architects: The A/V installations have been installed in the Cameron Club Meeting Rooms. There will be no rental cost for the A/V usage but a brief orientation/training by Management will be mandatory and a $100 refundable rental security deposit.

Flood lights for the exterior flag pole and exterior ground lights: Lighting was installed the week of September 7th.

Signage for the Cameron Club: Signs were installed for the Cameron Club to coordinate with the current signage.

Compass Newsletter: The Communications Committee has a new volunteer editor for the compass. The Compass will resume with the November/December issues and all submissions are due via email by October 30th.

EXECUTIVE SESSION
Move To: Enter Executive Session at 8:17 p.m. to discuss delinquencies and collection reports and a hearing decision.
Moved by: Donna Kenley
Seconded: Megan Brock
For: All
Against: None
MOTION PASSED
Move To: End Executive Session at 8:45 p.m.
Moved by: Donna Kenley
Seconded: Brian Sundin
For: All
Against: None
MOTION PASSED

Move To: “I move to reverse/not reverse the ARC’s decision regarding permission to keep their outdoor furniture located on their front driveway out all season for account #00209-3798.”
The Board of Directors tabled this motion and tasked Management to clarify City Of Alexandria general zoning ordinance guidelines.
Moved by: Donna Kenley
Seconded: Brian Sundin
For: All
Against: None
MOTION PASSED

ADJOURNMENT
Move To: Adjourn the meeting at 8:50 p.m.
Moved by: Donna Kenley
Seconded: Brian Sundin
For: All
Against: None
MOTION PASSED

Minutes prepared, and respectfully submitted by: Deirdre Baldino, Assistant Community Manager, CMC