CAMERON STATION COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 25, 2018

The regularly scheduled monthly meeting of the Board of Directors for September was held on Tuesday, September 25, 2018. The meeting was called to order at 7:14 p.m. by President Margaret Brock at the Cameron Club located at 200 Cameron Station Blvd., Alexandria, VA 22304, with a quorum present.

**Board Attendance**
- Margaret Brock, President
- Jon Dellaria, Vice President
- Michael Johnson, Secretary
- Martin Menez, Treasurer
- Elliott Waters, Director

**Members Absent**
- Mindy Lyle, Director

**Others Attending**
- Judy Johnson, General Manager, CMC
- Jan Ward, Vice President, HOA Division Director, CMC
- Deirdre Baldino, Assistant General Manager, Recording Secretary, CMC
- Cameron Station Residents

**APPROVE AGENDA**

*Move To: “Approve the agenda with the addition of the timing of the Community milling and paving under Board Discussion, add the additional menu proposal from Charlene’s Kitchen for the 20th Anniversary Party under Board Decision, and table the DMS under TAB 18 as amended”.*

Moved by: Michael Johnson
Seconded: Elliott Waters
For: All
Against: None
Absent: Martin Menez and Mindy Lyle

**MOTION PASSED**

**GUEST SPEAKER**

Police Lieutenant Matthew Weinert briefed the Board on the crime activity for the past two months. He reminded the community to always use preventable measures that include locking your doors, keep your garage doors closed, and report any suspicious activity to the Police. The APD will be increasing patrols throughout the community on Halloween.
RESIDENTS OPEN FORUM
Mr. Celeste, Chairperson of the Facilities Committee and Cameron Station resident suggested to the Board that if residents have any questions pertaining to certain line items of the budget he recommends that the Board refer their questions and concerns first to that particular committee. This will hopefully help facilitate any residents concerns of particular items.

APPROVAL OF MINUTES
Move To: “Approve the minutes from the August 28, 2018 Board of Directors meeting as presented.”
Moved by: Michael Johnson
Seconded: Elliott Waters
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

FINANCIAL REPORT FOR AUGUST 2018
This summary reflects the un-audited fiscal year 2018 financial entries. Please be reminded, this is a snapshot of the Association’s financial situation as of August 31, 2018. As always, Management will continue to closely monitor the monthly expenses for the Association and will advise the Board of any specific issues that may have an impact to the budget.

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cash and Investments</td>
<td>$2,704,712.22</td>
<td>$1,694,554.00</td>
<td>$ 6,185.45</td>
</tr>
<tr>
<td>YTD Income</td>
<td>$1,700,739.45</td>
<td>$1,717,301.30</td>
<td>($102,941.32)</td>
</tr>
<tr>
<td>YTD Expenses</td>
<td>$1,614,359.98</td>
<td>$1,717,301.30</td>
<td>($102,941.32)</td>
</tr>
<tr>
<td>YTD Net Income, surplus/(loss)</td>
<td>$ 86,379.47</td>
<td>($ 22,747.30)</td>
<td>$ 109,126.77</td>
</tr>
</tbody>
</table>

The financial report was included in the BoD packet. Also, to be noted that the delinquency rate listed of approximately 0.58% which is well below the industry standard of 3%-5%.

PROFIT REPORT FOR AUGUST 2018
Presented report as provided in BoD packet.

OFFICERS'/COMMITTEE REPORTS
Cameron Club Facilities Committee
The CCFCC has been discussing an increase of spending allowance from $1500 to $4000 to help expedite the repair process with the fitness equipment. The committee plans on bringing their recommendation to the Board in October. The community pool survey was completed and still under analysis by the committee. The pool season is closing soon and overall had a successful season despite all the rain.
Activities and Events Committee
The A&E has secured the Casino vendor for the 20th Anniversary party and Bunco is scheduled for tomorrow night. The committee is underway with the planning for the Annual Halloween event for October.

Architectural Review Committee
None

Common Area Committee
There are several CAC budgeted proposals on the agenda and mainly due to the timing of the season. Mr. Burns stated he had spoken to the City Arborist and they will be grinding the tree stump and replacing the tree at the end of the median on Cameron Station Blvd that was struck by lightning in August. The CAC was tasked by the Board review the Pet Policy at their next meeting and brief the Board in October.

Communications Committee
None

Financial Advisory Committee
The FY19 budget process is in full swing and the FAC recently had their second meeting with members of the Board.

OLD BUSINESS
a. City of Alexandria Update- None

NEW BUSINESS
None

MATTERS FOR BOARD DECISION
Lancaster Proposal #29382- Prune Tree
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29382 for Tree Trimming in the amount of $350.00 to be expensed to GL6160- Tree & Shrub Maintenance”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED
Lancaster Proposal #28397- Tree Removal

Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #28397 for Tree Removal and Replacement located at the pool in the amount of $1,125.00 to be expensed to GL3280 - Repair & Replacement Reserve”.

Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle

MOTION PASSED

Lancaster Proposal #29469- Turf Enhancements

Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29469 for Turf Restoration in the amount of $8,362.50 to be expensed to GL6155 - Turf Treatment & Enhancements”.

Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle

MOTION PASSED

Lancaster Proposal #29487- Tree Removal

Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29487 for Tree Removal in the amount of $400.00 to be expensed to GL6160 - Tree & Shrub Maintenance”.

Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle

MOTION PASSED

Lancaster Proposal #29488- Landscape Enhancements

Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29488 for Landscape Enhancements in the amount of $1,970.00 to be expensed to GL6150 - Landscape Enhancements”.

Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle

MOTION PASSED
Lancaster Proposal #29489- Landscape Enhancements
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29489 for Landscape Enhancements in the amount of $500.00 to be expensed to GL6150- Landscape Enhancements”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

Lancaster Proposal #29490- Landscape Enhancements
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29490 for Landscape Enhancements in the amount of $255.00 to be expensed to GL6150- Landscape Enhancements”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

Lancaster Proposal #29491- Tree Removal
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29491 for Tree Removal in the amount of $325.00 to be expensed to GL6160- Tree & Shrub Maintenance”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

Lancaster Proposal #29492- Landscape Enhancements
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29492 for Landscape Enhancements in the amount of $250.00 to be expensed to GL6150- Landscape Enhancements”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED
Lancaster Proposal #29494- Landscape Enhancements
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29494 for Landscape Enhancements in the amount of $750.00 to be expensed to GL6150- Landscape Enhancements ($175.00) and GL- 3280 Repair & Replacement Reserve ($575.00)”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

Lancaster Proposal #29495- Tree Removal
Move To: “Approve the Common Area Committee (CAC) recommendation for the Lancaster Proposal #29495 for Tree Removal in the amount of $950.00 to be expensed to GL6160- Tree & Shrub Maintenance”.
Moved by: Michael Johnson
Seconded by: Jon Dellaria
For: All
Against: None
Absent: Martin Menez and Mindy Lyle
MOTION PASSED

Change of attendance Board Treasurer Martin Menez arrived at 8:40 p.m.

Charlene’s Kitchen Proposal- 20th Anniversary
Move To: “Approve the Catering proposal from Charlene’s Kitchen in the amount of $3,030.50.”
Moved By: Michael Johnson
Seconded By: Elliott Waters
For: All
Against: None
Absent: Mindy Lyle
MOTION PASSED

MATTERS FOR BOARD DISCUSSION
a. Update on John Ticer Gazebo- The gazebo columns are expected to be delivered this week and the slab floor is scheduled (weather permitting) to be poured next week.

b. DMS- Tabled
c. Pet Policy- The Board of Directors will be voting on the Pet Policy Resolution 17-02 at the October meeting and has asked for the CAC to provide prospective recommendations for the Board to consider. Management was tasked to include this information asking for resident’s feedback in the weekly email blasts.

d. Timing of Community Milling/Paving- Mr. Menez recommended that the community milling and paving project begin in 2020 versus move the project two years ahead of schedule to 2019. This schedule drive investments accordingly and be done after the next Reserve Study which is due in 2019. Currently the estimated costs for this project is 1.2 million +.

MATTERS FOR BOARD REVIEW AND INFORMATION
Management Report- Included in Board packet for review.

EXECUTIVE SESSION
Move To: “Enter into executive session at 9:25 p.m. to discuss delinquencies, collection reports, and contracts”.
Moved by: Michael Johnson
Seconded: Martin Menez
For: All
Against: None
Absent: Mindy Lyle
MOTION PASSED

Move To: “Exit executive session at 10:12 p.m.”
Moved by: Jon Dellaria
Seconded: Michael Johnson
For: All
Against: None
Absent: Mindy Lyle
MOTION PASSED

Move To: “The Board of Directors approves to reclassify the pre-petition debt of $866.61 and Rees Broome should close this account as stated in executive session”.
Moved by: Michael Johnson
Seconded by: Martin Menez
For: All
Against: None
Absent: Mindy Lyle
MOTION PASSED
Move To: “Adjourn the meeting at 10:15 p.m.”
Moved by: Martin Menez
Seconded: Elliott Waters
For: All
Against: None
Absent: Mindy Lyle
MOTION PASSED

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