CAMERON STATION COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

Tuesday, April 28, 2009

The regularly scheduled monthly meeting of the Board of Directors for March was held on April 28, 2009. The meeting was called to order at 7:01 p.m. by Michael Kuhl-Director at the Cameron Club, Alexandria, Virginia 22304.

Board Attendance: Michael Kuhl-Director; Mindy Lyle-Director, Tom McClimon-Director, Dak Hardwick-Director; Mahl Avila, Secretary/Treasurer.

Others Attending:
Airielle Hansford, Community Manager, CMC
Nick Mazzarella, VP HOA Division Director, CMC
Felicia Mingione-Buzan, Assistant Community Manager, CMC

Members Absent: John Sullivan-President; Brad Holsclaw-Vice President.

GUEST SPEAKERS
James Hamre with WMATA, gave a presentation to the community on the current status of the Shuttle bus situation at the Van Dorn Metro Station. The Cameron Station shuttle buses will continue to stop on Eisenhower Ave while the WMATA, the City of Alexandria and the Metro Police meet over the next 3 months to come up with a plan to reconfigure the Kiss and Ride to accommodate the larger shuttle buses. In the interim, 1) they know that they need to weather-protect the Eisenhower stop, 2) they are considering relocating the stop to the westbound side of Eisenhower and 3) working on a communication plan to be more proactive.
Deputy Police Chief Blaine Corle, Alexandria City Police Department, gave the community an update on the recent crime activity in the Cameron Station area.

DIRECTORS REPORTS
The Directors did not have any updates to give at this meeting.

RESIDENTS’ OPEN FORUM
Several residents of Harold Secord Street addressed the Board regarding the parking spaces on their street being converted to visitors parking by the developer.

Move To: Approve the Board minutes from March 24, 2009 as amended.
Moved by: Tom McClimon
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

APPEAL HEARING
A resident spoke about why she wanted to appeal her vehicle violation. Another resident wanted to appeal his suspension of privileges due to past due assessments.
In Investments:
On March 31, 2009 the Association had operating and investment funds totaling $2,042,731.68. The Community Association Banc operating account had a balance of $2,500.84 and the First Association Bank operation account had a balance of $153,443.70. Based upon this statement, the Access National Money Market account had a balance of $30,255.02, the Smith Barney Money Market account has a balance of $261,843.63 and the Morgan Stanley Money Market account has a balance of $5,138.63. There is $1,571,000.00 invested in laddered CDs and investment funds.

Balance Sheet:
The Accounts Receivable Residential Assessments account as of March 31, 2009 was $38,173.94. This reflects a delinquency rate of approximately 1.877%, which is below the industry standard of 5%. Accrued Reserves total $1,277,798.96 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.

Income Statement Report:
The Income Statement report reflects a year to date income of $550,822.72 which is $13,166.72 above the budgeted amount of $537,656.00. The year-to-date expenses are $539,299.98 which is $656.98 above the budgeted amount of $538,642.00. While the overall expenses are below the budgeted amount, there are a few line items that I would like to bring to your attention, as they exceed the year to date budgeted amount by more than $1,500. This information is listed below for your reference.

- **Legal Fees – Collections**, line item #5105, exceeds the budgeted amount by $3,665.13 year to date. This is due to an increase in outstanding assessments.
- **Federal Income Tax**, line item #5201: $10,175.00 was incorrectly coded to this line item. All monies for State and Federal Income taxes are budgeted for in line item #5202. I have asked to have these funds reclassified to the correct account. This change will be reflected on the April 09 financial statement.
- **Other Communications**, line item #5820, exceeds the budgeted year to date amount by $1,884.31. This is due to two GAM Printing invoices totaling $3,861.99 for the Inauguration Transportation information mailing and 2009 Visitor parking passes. $2,750 is budgeted for this line item every other month beginning in February.
- **Snow Removal**, line item #6003, exceeds year to date the budgeted amount by $14,124.50. The bills for the snow removal for early 2009 totaled $38,124.50. There is $40,000 budgeted in this line item for FY2009.
- **Pet Stations**, line item 6368, exceeds the year to date budgeted about by $1,551.60. This is due to purchasing the necessary supplies in bulk to keep costs low. There has been a substantial increase in the use of the pet stations; therefore, additional monies should be budgeted in this line item for FY2010.
- **Common Area Lighting Maintenance**, line item #6102, exceeds the budgeted amount by $5,976.67 year to date. This is due to the repair of two major circuits in the community totaling $3,459.58. Additional monies should be budgeted in this line item for FY2010.
- **Common Area Consulting**, line item #6365, exceeds the budgeted about by $10,500.00. This is due to the payment for half of the tree study fee.
Approved: May 26, 2009

- **Trash Service Contract**, line item #6012, exceeds the budgeted amount by $6,929.80. We hope to see this amount decrease over the next few months.

Overall there is a positive variance between year to date income and expenses in the amount of $11,522.74. As always, we 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. Please let me know if you have any questions regarding this information.

**WTS REPORT**

Kevin Horner, WTS Fitness Director, was not present. The Board did not have any questions regarding the WTS report from April 2009.

**COMMITTEE REPORTS**

The Board reviewed committee reports on activities and recommendations to the Board since the last Board meeting.

Robert Burns, Chairman of the CAC, said that the CAC is looking forward to reviewing the tree study.

Tom McClimon, the Board Liaison for the ARC, spoke about the upcoming June Maintenance Month.

Donna Kenley, Vice Chair, CCEC, gave updates about the Adult Only Happy Hour, upcoming Pool Party and Community Yard Sale. She advised the Board of the CCEC’s request for the ropes to be put up on weekends during lap swim only. The Board did not move forward on this request.

Mahl Avila, the Board Liaison for the FAC, mentioned the resignation of FAC chair, Stacey Croghan.

Mindy Lyle, the Board Liaison for the Communications Committee, announced that 3-4 candidates were selected to interview for the website specialist position to start in June.

**OLD BUSINESS**

Main Street Retailers - The Board will research retail rental rates and lease terms for the surrounding area.

**NEW BUSINESS**

The Board discussed and made several decisions which are recorded in the motions.

**Move To:** Approve the SimplexGrinnell proposal for replacement of the dry pipe accelerator totaling $1,200.00.

Moved by: Tom McClimon
Seconded: Dak Hardwick
For: All
Against: None

**MOTION PASSED**

**Move To:** Approve the Sweep Rite proposal totaling $4,650.00 for street sweeping of the Association owned streets.

Moved by: Mindy Lyle
Seconded: Mahl Avila
For: All
Against: None

**MOTION PASSED**
Move To: Approve the National Service Contractors, Inc. contract renewal for janitorial service of the Cameron Club at a cost of $2,444.70 per month.
Moved by: Tom McClimon
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Approve the AlAl insurance renewal proposal for $17,109.87 for coverage beginning June 1, 2009.
Moved by: Mindy Lyle
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Approve Administrative Resolution No. 2009-02, Creation of Ad-Hoc Cameron Station Renovation Committee.
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

COMMUNITY MANAGER’S REPORT
Airielle Hansford, Community Manager, give her latest report to the Board.

Adopt-a-Park – Management met with the City of Alexandria to discuss the possibility of the CSCA adopting Linear Park. The traditional Adopt-a-Park program will not work for CSCA; however, the City is working with Management to turn over park maintenance to CSCA for the remainder of 2009 and establish an Adopt-a-Garden program for those encroaching onto city property.

Tree Study – The tree study was delivered to the CSCA Management office at 6pm. Management will make the study available to the Board of Directors, the CAC and the ARC for review.

Move To: Enter into Executive Session at 10:01pm
Moved by: Mahl Avila
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Exit Executive Session at 10:20pm
Moved by: Mindy Lyle
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED
Move To: Deny the homeowner’s request for appeal of association suspension of privileges due to past due assessments.
Moved by: Tom McClimon
Seconded: Dak Hardwick
For:  All
Against:  None
MOTION PASSED

Move To: Approve the homeowner’s settlement offer of $1,154.52.
Moved by: Dak Hardwick
Seconded: Tom McClimon
For: Mahl Avila, Michael Kuhl and Mindy Lyle
Against: Dak Hardwick, Tom McClimon
MOTION PASSED

Move To: Approve the homeowner’s proposed payment plan and the waiver of the $394.74 in legal fees.
Moved by: Mindy Lyle
Seconded: Mahl Avila
For:  All
Against:  None
MOTION PASSED

Move To: Approve the appointment of the following Cameron Station homeowners to the Ad-Hoc Cameron Club Renovation Committee:
   1) Martin Menez
   2) Cris Hamer
   3) Kittie Messman
   4) Karen Diener
   5) Matthew Rodjom
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For:  All
Against:  None
MOTION PASSED

Move To: Adjourn at 10:35pm.
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For:  All
Against:  None
MOTION PASSED

Minutes prepared by: Felicia Mingione-Buzan, Assistant Community Manager

Minutes were approved at the May 26, 2009 Board of Directors Meeting.

Submitted by: _______________________________________
                Manuel Avila, Secretary/Treasurer