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

Wednesday, December 2, 2009

The regularly scheduled monthly meeting of the Board of Directors for November and December was held on December 2, 2009. The meeting was called to order at 7:00 p.m. by Michael Kuhl at the Cameron Club, Alexandria, Virginia 22304.

Board Attendance: Michael Kuhl-President; Mindy Lyle-Vice President; Dak Hardwick-Director; Michael Kidwell-Director and Don Buch-Director.

Absent: Mahl Avila- Secretary/Treasurer and Tom McClimon-Director

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

Move To: Approve the December 2, 2009 meeting agenda.
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Approve the appointment of Michael Kuhl as President of the Cameron Station Community Association Board of Directors.
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Approve the appointment of Mindy Lyle as Vice President of the Cameron Station Community Association Board of Directors.
Moved by: Dak Hardwick
Seconded: Michael Kuhl
For: All
Against: None
MOTION PASSED

Move To: Approve the appointment of Mahl Avila as Treasurer/Secretary of the Cameron Station Community Association Board of Directors.
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED
GUEST SPEAKERS
Deputy Police Chief Blaine Corle, City of Alexandria Police Department, gave the community an update on the recent crime activity in the Cameron Station area. Several residents in attendance asked Deputy Chief Corle about Police Depart measures to enforce the parking restrictions for trucks on S. Pickett Street. The Deputy Chief said that he would have his officers patrol that area and enforce the No Parking restrictions.

RESIDENTS’ OPEN FORUM
Several residents came to discuss the recent updated policy from the City regarding removing and replacing trees on private property. They requested that the Board agree to participate in a meeting with the residents and the City of Alexandria and the City’s Attorney to discuss this issue. Two Cameron Station residents came to discuss the purchase of a Menorah for Cameron Station and a lighting ceremony.

Move To: Approve the Board minutes from October 27, 2009 as amended.
Moved by: Mindy Lyle
Seconded: Michael Kidwell
For: All
Against: None
MOTION PASSED

APPEAL HEARING
There were no appeal hearings this month

FINANCIAL REPORT
Given by Airielle Hansford

Investments:
On October 31, 2009 the Association had operating and investment funds totaling $2,360,414.33. The First Association Bank operating account had a balance of $441,507.11. Based upon this statement, the Access National Money Market account had a balance of $30,432.04 and the Smith Barney Money Market account has a balance of $120,483.53. There is $1,756,000.00 invested in laddered CDs and investment funds.
On October 31, 2009 a CD worth $50,000.00 matured, increasing the money market balance to $120,339.00. Given that there are six securities totaling $308,000.00 due to mature 2010 and seven securities totaling $441,000.00 in 2011 CSCA’s Smith Barney Financial Advisor recommended that the Board consider adding to the longer maturities. Two $50,000.00 CDs were purchased in early November. This will be reflected on the next Cash and Investment Statement.

<table>
<thead>
<tr>
<th>Amount</th>
<th>Type of Account</th>
<th>Interest Rate</th>
<th>Maturity Date</th>
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<tbody>
<tr>
<td>$50,000</td>
<td>American Express Centurion Bank</td>
<td>2.80%</td>
<td>11/24/2013</td>
</tr>
<tr>
<td>$50,000</td>
<td>GE Capital Financial Inc</td>
<td>3.15%</td>
<td>11/20/2014</td>
</tr>
</tbody>
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Balance Sheet:
The Accounts Receivable Residential Assessments account as of October 31, 2009 was $54,718.46. This reflects a delinquency rate of approximately 2.69%, which is below the industry standard of 5%.
Accrued Reserves total $1,352,060.49 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 $2,157,726.56 which is $28,768.16 above the budgeted amount of $2,128,958.40.

Approved: January 26, 2010
The year-to-date expenses are $1,734,232.56 which is $63,204.44 below the budgeted amount of $1,797,437.00. While the overall expenses are below the budgeted amount, there are a few line items that exceed the year to date budgeted amount by more than $1,500.00.

Parking Enforcement, line item #5073, exceeds the budgeted amount by $6,146.88 year to date. This is due to an increase in hours beyond the budgeted amount as approved by the Board of Directors in December 2008. This line item has been increased to $13,650.00 for FY2010.

Legal Fees – Collections, line item #5105, exceeds the budgeted amount by $19,223.43 year to date. This is due to an increase in outstanding assessments. Please know that this line item is partially offset by Income Line Item #4302- Legal Fees.

Management Reimbursements, line item #5120, exceeds the budgeted amount by $2,466.00. This is partially due to the cost for CAI Training for the site staff at the approval of the Board.

Common Area Water/Sewer, line item #5901 year to date the budgeted amount by $6,117.10. This was due to the increased water consumption associated with the irrigation system expansion.

Landscaping Maintenance, line item #6001, exceeds year to date the budgeted amount by 6,260.67. This is due to the costs associated with mowing Linear Park. Management anticipates that this line item will be over by approximately $7,500 by the end of 2009 because of the turf maintenance of Linear Park.

Irrigation System Contract, line item #6002, exceeds year to date the budgeted amount by $27,209.29. This was due to the Capital Improvements project for installation of the five new water meters and irrigation of six areas in the community. Please know that Management has asked to have the $31,865.00 associated with this project reclassified to 3152 - Capital Reserves Expenses.

Snow Removal, line item #6003, exceeds the year to date budgeted amount by $18,045.11. The bills for the snow removal for early 2009 totaled $38,124.50. Also, this line item covers street cleaning which was completed in May at a cost of $3,920.61. There is $40,000 budgeted in this line item for FY2009 and this line item was increased by $4,500 for FY2010.

Common Area Lighting Maintenance, line item #6102, exceeds the budgeted amount by $17,345.14 year to date. This is due to the repair of two major circuits in the community totaling $3,459.58 and a repair totaling $3,646.34. Please know that Management has asked to have $4,349.00 associated light pole replacements reclassified to 3131 – Repair & Replacement Reserves Expenditures. This line item was increased by $12,000.00 in FY2010 to $22,000.00.

Common Area Consulting, line item #6640, exceeds the budgeted amount by $17,475.00. This is due to the payment totaling $21,000.00 for the tree study and $6,475.00 for the 50% for the development of a tree study.

Overall there is a positive variance between year to date income and expenses in the amount of $423,494.00.

WTS REPORT
Kevin Horner, WTS Fitness Director, presented the October 2009 WTS report. Kevin noted that the October 2009 numbers are lower than those from October 2008 and he expects a decline in numbers until the second week in January 2010. This decrease may be due to the H1N1 and flu virus. He advised that the heart rate monitors on the Elliptical machines went out and replacement parts are currently on order.

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

Martin Menez, Chair for the Ad Hoc Renovation Committee, thanked Management for sending reminders about the survey. He confirmed that Management would enter paper surveys into the survey tool. Martin asked the Board for guidance regarding their recommendation presentation materials. The Board asked for an Executive Summary with recommendations. Dak Hardwick asked the Ad Hoc Renovation Committee to write up an article to include in the next issue of The Compass to let Cameron Station residents know about the work that the Committee has completed since its creation earlier this year.
Airielle Hansford mentioned that the ARC will be meeting with RTEC Tree Care and that the CAC had been invited to attend. The decision was made that this meeting should be jointly chaired by both committees and that they should agree on the agenda.

**Move To:** Approve the appointment of Charles Grimm to the Architectural Review Committee.
 Moved by: Dak Hardwick
 Seconded: Mindy Lyle
 For: All
 Against: None
 **MOTION PASSED**

Dak Hardwick, Board Liaison to the CCEC, mentioned that 371 people attended the Halloween Party held at Food Matters and 16 residents participated in the 3rd Yard Sale. As a reminder, the CSCA Holiday Party will be held on December 6, 2009 at the Cameron Club.

**OLD BUSINESS**
Mindy Lyle gave an update on the Cameron Station Retailers. She mentioned that Cameron Café was open.
There is no update at this time on the Pizza restaurant.

**NEW BUSINESS**
The Board discussed the tree issue that was discussed previously during Residents Open Forum. They agreed that the ARC needed to work on an addendum for the DMS based on the new guidelines from the City.

**Move To:** Grant the Residents of Brawner Place and Waple Lane the ability to remove private trees that are causing damage to private property with the condition that they must sign an agreement with the CSCA detailing CSCA conditions for removal of said trees.
 Moved by: Dak Hardwick
 Seconded: Mindy Lyle
 For: All
 Against: None
 **MOTION PASSED**

**Move To:** Approve the CSCA Board or Directors to invite the City Council, City Arborist and City Attorney to a meeting to discuss the private tree issues including tree canopies.
 Moved by: Mindy Lyle
 Seconded: Don Buch
 For: All
 Against: None
 **MOTION PASSED**

**Move To:** Appoint the following Board Directors as liaisons to the respective committees.
 Dak Hardwick – Architectural Review Committee
 Tom Mcclimon – Common Area Committee
 Michael Kidwell – Cameron Club & Events Committee
 Don Buch – Communication Committee
 **Ad Hoc Committees**
 Tom Mcclimon – Ad Hoc Renovation Committee
 Michael Kidwell – Ad Hoc Pool Rules Committee
Moved by: Michael Kidwell
Seconded: Dak Hardwick
For: All
Against: None
**MOTION PASSED**

**Move To: Ratify the Board decision to send a letter to the City of Alexandria in support of a site amendment for four Barrett Place homeowners.**
Moved by: Mindy Lyle
Seconded: Dak Hardwick
For: All
Against: None
**MOTION PASSED**

**Move To: Approve another six (6) months of free advertising in the Compass for Cameron Station Retailers, including new retailers. The Board will revisit this in another six (6) months.**
Moved by: Dak Hardwick
Seconded: Don Buch
For: All
Against: None
**MOTION PASSED**

**Move To: Approve Lancaster Landscapes proposal for an additional leaf pick-up totaling $2,940.00.**
Moved by: Mindy Lyle
Seconded: Michael Kidwell
For: All
Against: None
**MOTION PASSED**

**COMMUNITY MANAGER’S REPORT**
Airielle Hansford, Community Manager, give her latest report to the Board. She discusses the Cameron Station website data loss issue and steps being taken to resolve this issue. She is looking for new website companies.

**Move To: Enter into Executive Session at 9:50pm**
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
**MOTION PASSED**

**Move To: Exit Executive Session at 10:02pm**
Moved by: Mindy Lyle
Seconded: Dak Hardwick
For: All
Against: None
**MOTION PASSED**
Move To: Remove all monetary fines from the homeowner’s account composed of covenants fees, legal fees, and late fees totaling $4,252.21 and reinstate all association privileges. Account# 00205-7116.

Moved by: Mindy Lyle
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED

Move To: Adjourn at 10:05pm.
Moved by: Dak Hardwick
Seconded: Michael Kidwell
For: All
Against: None
MOTION PASSED

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

Minutes were approved at the January 26, 2010 Board of Directors Meeting.

Submitted by: ________________________________
Manuel Avila, Secretary/Treasurer