

**CROSSPOINTE SWIM & RACQUET, INC.  
MINUTES OF THE BOARD OF TRUSTEES MEETING**

**8275 Glen Eagles Lane  
Fairfax Station, VA**

**October 11, 2017**

**I. ATTENDEES:**

Board Members Present: Alan Sullivan, Vice President; Brian Riley, Treasurer; Larry Rice, Secretary; Bruce Burton, Trustee; John Cewe, Trustee; Pat Ciarlo, Trustee; Bob Klocek, Trustee; and Edward Mills, Trustee.

Board Members Absent: Howard Kaufer, President

Others Present: Heather McDevitt, Community Manager, First Service Residential; and Andrea Argote, Recording Secretary, On the Record.

**II. CALL TO ORDER:** Vice President Sullivan called the meeting to order at 7:00 p.m., noting the presence of quorum.

**III. RESIDENT TIME:**

Brad Grane, Homeowner – Proposed Resolution: Mr. Grane, of 8497 Silverview Ct, contacted Delegate Albo and VDOT about submitting a resolution supporting a new crosswalk and sidewalk along the south side of Silverbrook Rd in order to cross Hooes Rd. According to Mr. Grane there are about 70 homes in this section of Crosspointe without a safe way to cross either road. Mr. Albo said he would contact VDOT and support the request if the Crosspointe Board of Trustees passed a resolution. Mr. Grane has written a draft resolution for the Board's review. Mr. Burton made a few changes to the original resolution submitted.

***MOTION was made by Ms. Ciarlo, and seconded by Mr. Klocek, to accept the Resolution 2017-02 as modified to install a sidewalk and crosswalk at Silverbrook Rd to Hooes Rd. The motion passed (8-0-0).***

**IV. REVIEW/APPROVAL OF MEETING MINUTES:**

***MOTION was made by Mr. Burton, and seconded by Mr. Rice to approve the September 13, 2017 meeting minutes as amended. The motion passed (8-0-0).***

**V. FINANCIAL STATEMENTS:** August 31, 2017

The Board reviewed and discussed the financial statements ending August 31, 2017. Mr. Riley forecasted a smaller surplus for the end of the year, but there were no major outstanding items.

***MOTION: By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the August 31, 2017 Financial Statements as presented.***

**VI. COMMITTEE REPORTS:** The Board reviewed the following committee meeting minutes:

1. ARB – 8/21/17
2. Pool Committee – 9/5/17
3. Budget & Finance Committee – 9/20/17

4. Open Space Committee – 9/6/17
5. South County – 9/12/17
6. Fairfax Federation – 9/28/17

## **VII. NEW BUSINESS**

### **A. Publication Contract Bids**

Three bids for newsletter publication were submitted for the Board's review.

***ACTION: The Board deferred awarding a contract until the November meeting.***

### **B. Tennis Committee's Recommendation to Resurface Glen Eagle's Tennis Courts**

The Tennis Committee recommended that the Board approve a contract with Bishop's Tennis Inc., to repair cracks, provide a new court surface, new coat of color and playing lines at the Glen Eagles tennis courts in the spring of 2018. The Tennis Committee has requested a budget not to exceed \$30,000.00. Awarding a contract now will allow the work to be done in the early spring as opposed to the work possibly being delayed if the contract is awarded next year.

***MOTION was made by Mr. Klocek, and seconded by Ms. Ciarlo, to accept Bishop's Tennis Inc.'s, proposal for resurfacing the Glen Eagle's tennis courts and repairing cracks on the Oak Chase and Greentree Manor tennis courts for a contract NTE \$30,000.00. The motion passed (8-0-0).***

***ACTION: Management will adjust the 2018 Budget for tennis court replacement reserves from \$30,000 to \$15,000.***

### **C. Elections Committee Guidelines**

The Elections Committee Guidelines were presented to the Board for review. Mr. Burton proposed making changes to paragraph 7 to add a section 7.A to remind members to sign the "Oaths and Duties" forms prior to the election.

***MOTION was made by Mr. Burton, and seconded by Mr. Klocek, to approve the Elections Committee Guidelines as amended. The motion passed (8-0-0).***

### **D. 2018 Maximum Annual General Assessment**

Management recommended that the Board pass an Administrative Resolution to increase the FY 2018 Maximum Annual General Assessment amount by 5% (\$1,552.89).

***MOTION was made by Mr. Klocek, and seconded by Mr. Riley, to approve the 5% increase to the FY 2018 Maximum Annual General Assessment (\$1,552.89). The motion passed (8-0-0).***

### **E. Contracts, Maintenance and Operations**

Ms. McDevitt presented the monthly Maintenance and Operations Report, the Crosspointe Contract List, and the Annual Calendar.

**VIII. EXECUTIVE SESSION**

*MOTION was made by Mr. Klocek, and seconded by Mr. Burton for the Board to move into Executive session at 8:44 p.m. The motion passed (8-0-0).*

[Whereupon Regular Session reconvened at 8:47 p.m.]

*MOTION was made by Mr. Klocek, and seconded by Mr. Cewe to accept the payment plan for Acct. #C5-WESD-8410-03 as long as \$750.00 is paid by October 15, 2017. The motion passed (8-0-0).*

**IX. ADJOURNMENT**

*MOTION was made by Mr. Riley, and seconded by Ms. Ciarlo to adjourn the October 11, 2017 Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 8:48 p.m. The motion passed (8-0-0).*

Submitted by: Andrea Argote, Recording Secretary, On the Record

Attested to: Larry Rice  
Larry Rice, Secretary