

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

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

October 10, 2018

I. ATTENDEES:

Board Members Present: Howard Kaufer, President; Alan Sullivan, Vice President; Brian Riley, Treasurer; Larry Rice, Secretary; Justin Banford, Trustee; Pat Ciarlo, Trustee; Andrew Haskins, Trustee; John Cewe, Trustee; and Edward Mills, Trustee.

Others present: Heather McDevitt, Community Manager, FirstService Residential (FSR); and Luvly Mosley, Recording Secretary, On the Record.

II. CALL TO ORDER:

Mr. Kaufer called the meeting to order at 7:00pm, noting the presence of a quorum.

III. RESIDENT'S TIME:

No residents in attendance.

IV. REVIEW/APPROVAL OF MEETING MINUTES:

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the September 12, 2018, meeting minutes with the following revisions:

Line 18: Mr. Sullivan called the meeting to order at 7:00 pm

Line 33: Mr. Stone discussed next year's renewal and the impact on rates for armed after hour patrols.

Line 131: Crescent Crafts to replace and/or repair the pool furniture for the 2019 pool season, with the costs not to exceed \$5,850.

V. FINANCIAL STATEMENTS:

Mr. Riley reviewed and discussed with the Board of Trustees the financial statements for the period ending August 31, 2018, to include the income and expenses year to date, balances and delinquencies.

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the August 31, 2018, Financial Statements as presented.

VI. COMMITTEE REPORTS:

Budget and Finance Committee:

MOTION was made by Mr. Cewe, and seconded by Mr. Riley to appoint Mr. Alan Sullivan to the Budget and Finance Committee. The motion passed unanimously (9-0-0).

Pool Committee:

The Board of Trustees received the October 02, 2018, Pool Committee meeting minutes.

Open Space Committee:

The Board of Trustees received the September 19, 2018, Draft Open Space Committee meeting minutes.

Architectural Review Board (ARB):

The Board of Trustees received the August 6, 2018 and September 10, 2018 ARB meeting minutes.

South County Federation:

The Board of Trustees received the September 11, 2018, South County Federation meeting minutes.

VII. OLD BUSINESS:

Access to Books and Records Policy Resolution #2007-01- The Board of Trustees and management reviewed and discussed the amended "Access to Books & Records" policy recommended and provided by legal counsel.

ACTION: The Board of Trustees deferred voting until next month when a clean copy of the changes is provided.

VIII. NEW BUSINESS:

Deferred Assessment Resolution- The Board of Trustees and management discussed the auditor's recommendations on the best tax filing method.

MOTION was made by Mr. Riley and seconded by Mr. Mills to accept an Administrative Resolution to use any surplus earned in the current year during the following year. The allocation of funds will be at the Board of Trustee's discretion. The motion passed unanimously (9-0-0).

ACTION: The Board asked Management to determine if the resolution should be a Policy or Administrative resolution.

2019 Maximum Annual General Assessment- The Board of Trustees and management discussed increasing the Maximum Annual General Assessment by 5%.

MOTION was made by Mr. Riley and seconded by Ms. Ciarlo to approve the administrative resolution to increase the FY2019 Maximum Annual General Assessment by 5% to the amount of \$1,630.53. The motion passed unanimously (9-0-0).

Pool Contract for 2019- The Board of Trustees and management discussed renewing the pool contract with Crystal Aquatics, Inc.

MOTION was made by Mr. Sullivan and seconded by Mr. Banford to renew the pool management agreement between Crosspointe and Crystal Aquatics, Inc. for the 3rd one-year option, Jan. 1, 2019 thru Dec. 31, 2019. The motion passed unanimously (9-0-0).

Trail 25 Culvert & Pipe Repair- The Board of Trustees and management reviewed the proposals submitted to replace the pipes causing erosion on Trail 25.

MOTION was made by Mr. Mills and seconded by Mr. Haskins to accept PSI Property Services estimate #203562 to perform the work described in the proposal not to exceed \$16,000.

Repair Eroded Common Area Behind 9101 Silver Pointe Way- The Board of Trustees decided to defer voting because there is only one estimate available.

ACTION: The Board of Trustees requested management measure the eroded common area to determine if it falls within a homeowner's property line before moving forward with any estimates.

Include Community Internet in Assessments- The Board of Trustees and management discussed a homeowner's request to include a cable/internet package service in the homeowner's assessments. The Board of Trustees agreed with management's recommendation not to pursue the idea.

Traffic Calming Signs in Crosspointe – The Board of Trustees and management discussed a homeowner's use of a traffic calming sign.

ACTION: The Board of Trustees requested management reach out to the homeowner and share information regarding the Traffic Calming meetings and their research of slowing traffic on Crosspointe roadways.

Elections Committee Guidelines – The Board of Trustees deferred the review of the Elections Committee Guidelines.

ACTION: Place item on Dec. 2018 Board Meeting agenda.

Contracts, Maintenance and Operations- The Board of Trustees reviewed the following management reports: October 2018 Operations & Maintenance, Crosspointe's Contract List, Annual Calendar, and an Annual Maintenance Inspection Update Memo.

IX. EXECUTIVE SESSION

There were no items to discuss in executive session.

X. AJOURNMENT

MOTION was made by Mr. Riley, and seconded by Mr. Kaufer to adjourn the October 10, 2018 Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 8:27pm. The motion passed unanimously (9-0-0).

Crosspointe Swim & Racquet, Inc.
Board of Trustees Meeting
October 10, 2018
Page 4

Submitted by: Luvly Mosley, Recording Secretary, On the Record

Attested to: Larry Rice
Larry Rice, Secretary