

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

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

November 14, 2018

I. ATTENDEES:

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

Others Present: Heather McDevitt, Community Manager, FirstService Residential (FSR); and Billie Kay Denbo, Recording Secretary, On the Record.

II. CALL TO ORDER: Mr. Kaufer called the meeting to order at 7:00 p.m., noting the presence of a quorum.

III. RESIDENTS' TIME:

Angela Greenberg, 9400 Lake Crest Terrace – Ms. Greenberg addressed the Board of Trustees and discussed the Silverbrook Elementary School renovations and the impact on the community.

IV. GUEST SPEAKER – REPUBLIC SERVICES (Separate Glass Recycle Pilot Program):

Mr. Dan Dumas, General Manager, Republic Services; Greg Gardner, Sales Manager, Republic Services; and Charles Forbes, Fairfax County Recycling Center; addressed the Board of Trustees and discussed a newly proposed glass only recycling program. Mr. Dumas stated that he is requesting Crosspointe be a test site for a new glass recycle pilot program for ninety days. He stated that Republic will provide new eighteen gallon bins to each home. They discussed that a pilot program is needed to measure the glass only recycle collection and processing and the pros and cons of a program.

V. REVIEW/APPROVAL OF MEETING MINUTES:

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the October 10, 2018, meeting minutes as amended.

VI. FINANCIAL STATEMENTS:

Mr. Riley reviewed and discussed with the Board of Trustees the financial statements for the period ending September 30, 2018, to include the income and expenses year to date balances and delinquencies. He stated that a \$50,000 CD matured in November 2018, and the funds have been reinvested at a rate of 3.55%.

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the September 30, 2018, Financial Statements as presented.

VII. COMMITTEE REPORTS:

Architectural Review Board (ARB):

The Board of Trustees received the October 1, 2018, ARB meeting minutes.

Open Space Committee:

The Board of Trustees received the October 17, 2018, Open Space Committee draft meeting minutes.

VIII. OLD BUSINESS:

Policy Resolution 2018-03 “Access to Association Books & Records” Amendments – The Board of Trustees and management reviewed and discussed the amended “Access to Books & Records” policy resolution.

MOTION was made by Mr. Riley, and seconded by Mr. Mills to approve the Policy Resolution 2018-03 “Access to Association Books & Records” as presented. The motion passed unanimously (9-0-0).

IX. NEW BUSINESS:

Pool Filters Service – The Board of Trustees reviewed and discussed the Crystal Aquatics contract proposal for pool filters service/filter parts replacement, and replacement of the Oak Chase wading pool skimmer.

MOTION was made by Mr. Mills, and seconded by Mr. Sullivan to approve the Crystal Aquatics contract proposal dated October 11, 2018, to complete three tasks as outlined in the proposal with the costs not to exceed \$9,000 and to be paid from Replacement Reserves. The motion passed unanimously (9-0-0).

FY 2019 Draft Budget Review – The Board of Trustees reviewed and discussed the FY2019 Draft Budget as submitted by the Finance Committee.

MOTION was made by Mr. Cewe, and seconded by Mr. Riley to approve the proposed FY2019 Budget in the amount of \$1,817,058, spreadsheet v6 dated November 14, 2018, as amended to reflect the changes as discussed at tonight’s meeting to include adding the \$9,000 for Pool Items that was approved at tonight’s meeting. The motion passed unanimously (9-0-0).

Notice of Annual Assessments for FY2019 – The Board of Trustees reviewed and discussed the homeowners’ Notice of Annual Assessments for FY2019. BOT amended the document.

Administrative Resolution 2018-04 “Common Driveway Maximum Annual Charge – FY2019” – The Board of Trustees and management reviewed and discussed the “Common Driveway Maximum Annual Charge.”

MOTION was made by Mr. Riley, and seconded by Mr. Cewe to approve the Administrative Resolution 2018-04 “Common Driveway Maximum Annual Charge” as presented. The motion passed unanimously (9-0-0).

Administrative Resolution 2018-05 “Common Driveway Annual Assessment Increase – FY2019” – The Board of Trustees and management reviewed and discussed the amended “Common Driveway Annual Assessment Increase – FY2019”.

MOTION was made by Mr. Sullivan, and seconded by Mr. Cewe to approve the Administrative Resolution 2018-05 “Common Driveway Annual Assessment Increase - FY2019” as presented. The motion passed unanimously (9-0-0).

Appoint the 2019 Elections Committee Chair – The Board of Trustees discussed the 2019 Elections Committee Chair assignment.

ACTION: Mr. Justin Banford volunteered to be the 2019 Elections Committee Chair and was appointed.

Set Date for the 2019 Annual Meeting – The Board of Trustees discussed the location options for the 2019 Annual Meeting. Deferred to December 2018.

Notice to Homeowners for the FSR Lockbox Change – The Board of Trustees discussed this change with management and agreed that a letter should be sent to remind homeowners of the change and a reminder published in the Nov/Dec 2018 Chronicle.

Spring 2019 Yard Sale Date – The Board of Trustees and management reviewed and discussed the email correspondence in regards to the Spring 2019 Yard Sale date, Saturday, May 18, 2019.

Republic Services Request for Pilot Program – Separate Glass Recycling – The Board of Trustees discussed the request for Crosspointe to be part of a glass recycle program pilot test.

MOTION was made by Mr. Riley, and seconded by Mr. Sullivan to agree to participate in the pilot program for glass recycling as proposed by Republic Services provided the pickup day is on Friday, an 18-gallon bin is provided to each home, and Republic sends notices to residents. The motion passed unanimously (9-0-0).

X. MANAGEMENT:

Contracts, Maintenance, and Operations Review – Ms. McDevitt discussed the November 2018, monthly report and updates with the Board of Trustees.

XI. EXECUTIVE SESSION:

MOTION was made by Mr. Sullivan and seconded by Mr. Riley to convene into Executive Session at 9:07 p.m. to discuss collection and homeowner matters. The motion passed unanimously (9-0-0).

[Whereupon the Regular Session reconvened at 9:39 p.m.]

MOTION was made by Mr. Sullivan, and seconded by Mr. Riley to send notice to C5-CHAC-8607-03 demanding homeowner rectify the ARB standards violations or their use of the community facilities will be suspended the first 60 days of the 2019 pool season and they will be referred for legal action. The motion passed unanimously (9-0-0).

MOTION was made by Mr. Sullivan, and seconded by Mr. Riley to send notice to C5-OAKW-8515-03 demanding homeowner rectify the ARB standards violations or their use of the community facilities will be suspended the first 60 days of the 2019 pool season and they will be referred for legal action. The motion passed unanimously (9-0-0).

MOTION was made by Mr. Sullivan, and seconded by Mr. Haskins to direct management to refer C5-COPW-8808-01 to Fairfax County Code Enforcement and if no satisfactory resolution is obtained then refer the issue to legal counsel. The motion passed unanimously (9-0-0).

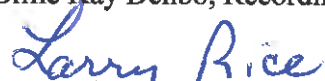
MOTION was made by Mr. Sullivan, and seconded by Mr. Riley to move forward with legal action in regards to C5-CROS-8931-01 and authorize legal counsel to request a hearing before the Fairfax County Commissioner to obtain confirmation of the claim. The motion passed unanimously (9-0-0).

XII. ADJOURNMENT

MOTION was made by Mr. Rice, and seconded by Mr. Riley to adjourn the November 14, 2018 Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 9:55 p.m. The motion passed unanimously (9-0-0).

Submitted by: Billie Kay Denbo, Recording Secretary, On the Record

Attested to:



Larry Rice, Secretary