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

**Zoom Meeting**

**August 10, 2022**

**I. ATTENDEES**

Board of Trustees Members Present: Howard Kaufer, President; Patricia Ciarlo, Vice President; John Cewe, Treasurer; Alan Sullivan, Secretary; Andrew Haskins, Trustee; and Hayden Shea, Trustee.

Absent: Bruce Burton, Trustee; Randy Cotten, Trustee; and Lee English, Trustee.

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

**II. CALL TO ORDER**

Mr. Kaufer called the August 10, 2022, Crosspointe Swim & Racquet, Inc. Board of Trustees (Board) meeting to order at 7:00 p.m., noting the presence of a quorum.

**III. GUEST PRESENTATION**

Mr. Nick Firth, President, Land Use Co-Chair South County Federation, addressed the Board and discussed the request submitted to Fairfax County Zoning for the building of a new church at Rt.123 and Windrush Road, to include the SCF's opposition to the new building at the location identified. He reviewed the topics considered by the SCF and several Fairfax County offices to include the Park Authority and Zoning. Mr. Firth also discussed the Fairfax County meetings that are scheduled for this approval and appeal. He stated that he is requesting Crosspointe consider 1) Do they wish to write a letter requesting the Fairfax County Board of Zoning Appeals reject the exception/rezoning? 2) Do they wish to do more than just oppose the church at the SCF level?

**IV. RESIDENT'S TIME**

Tracy Stephan, 9595 Larkview Court – Ms. Stephan addressed the Board and discussed the opposition to the security cameras installed at the neighbor's property.

Lisa Halsted, 9401 Eagle Terrace – Ms. Halsted addressed the Board and discussed her request to convert one set of Greentree Manor Lane tennis courts to pickleball courts.

**ACTION:** Mr. Shea will share with the Tennis Committee Ms. Halsted's email request for pickleball courts submitted to the Board.

Derek Adams, 8608 Oak Brook Lane – Mr. Adams addressed the Board and discussed the issues with older children's behavior at the Oak Chase Pool.

51 Nuria Barmonde, 9593 Larkview Court – Ms. Barmonde addressed the Board and discussed  
52 the contents of the draft July 13, 2022, Board meeting minutes and the process and procedures  
53 for the Executive Session part of the Board meetings. She stated that she has procedural issues  
54 with the Board holding private appeals in Executive Session.  
55

56 **V. SECRETARY'S REPORT**

57  
58 BOT Minutes of July 13, 2022

59  
60 *By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees approved*  
61 *the July 13, 2022, BOT Meeting minutes as amended.*  
62

63 **VI. FINANCIAL STATEMENTS**

64  
65 The Board and management reviewed and discussed the financial statements for the period  
66 ending June 30, 2022.  
67

68 *By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted*  
69 *the June 30, 2022, financial statements as presented.*  
70

71 **ACTION:** Mr. Cewe requested management to research if two of the Associate Members  
72 accounts have been paid and questioned if management has completed the roof inspections.  
73

74 **VII. COMMITTEE REPORTS**

75  
76 Pool Committee

77 The Board received the June 7, 2022, Pool Committee's meeting minutes.  
78

79 Social Committee

80 The Board received the June 21, 2022, and July 7, 2022, Social Committee's meeting minutes.  
81

82 Tennis Committee

83 The Board received the July 25, 2022, Tennis Committee's meeting minutes.  
84

85 Budget & Finance Committee

86 The Board received the July 28, 2022, Budget & Finance Committee's meeting minutes.  
87

88 **VIII. OLD BUSINESS**

89  
90 Communications Committee Charter/Guidelines – The Board reviewed and discussed the  
91 revisions made to the document. Mr. Shea stated that all revisions will be accepted as  
92 presented tonight unless the Board has more revisions.  
93

94 *MOTION was made by Mr. Cewe and seconded by Ms. Ciarlo to approve the*  
95 *Communications Committee Charter/Guidelines as presented tonight with the comments*

96 *noted and removal of the Association Member reference. The motion passed (5-0-1) with*  
97 *Mr. Kaufer abstaining.*

98

99 **ACTION:** Mr. Kaufer requested that Mr. Shea provide all Board members and management  
100 a clean copy of the final Communications Committee Charter/Guidelines document to review.

101

102 OSC Policy for Homeowner Removal of Debris from Crosspointe Open Space – Mr. Fabian  
103 reviewed and discussed the policy with the Board and management to include the liability  
104 language.

105

106 **MOTION was made by Mr. Shea and seconded by Ms. Ciarlo to approve the Open Space**  
107 **Committee Policy for Owner Funded Removal of Debris from Crosspointe Open Space as**  
108 **presented. The motion passed unanimously (6-0-0).**

109

110 Trash Can/Maintenance Contract – Ms. McDevitt informed the Board that she is still working  
111 to obtain contract proposals for this work to have one contract that includes cleaning the  
112 community center, weekly light property maintenance, and weekly emptying of the trash cans  
113 around the community.

114

## 115 **IX. NEW BUSINESS**

116

117 Social Committee Request – Mariah Shea discussed with the Board and management  
118 scheduling a Family Movie Night on Friday, September 16, 2022, in the field at Oak Chase  
119 and the Halloween Festival on Saturday, October 29, 2022.

120

121 **ACTION:** The Board requested management to notify the Social Committee that funds for  
122 the Volunteer Appreciation Event are included in the Social Committee Budget.

123

124 Architectural Review Board Appointment –

125

126 **MOTION was made by Mr. Sullivan and seconded by Ms. Ciarlo to appoint Scott Bishop to**  
127 **the Architectural Review Board (ARB) for a three-year term. The motion passed (5-0-1)**  
128 **with Mr. Shea abstaining.**

129

130 Proposed New Church on Windrush Road – The Board discussed the information provided by  
131 Mr. Firth in regards to the new church request presented to Fairfax County for approval.

132

133 **MOTION was made by Mr. Sullivan and seconded by Ms. Ciarlo to authorize the Board**  
134 **President and Vice President to compose and sign a letter indicating Crosspointe's**  
135 **opposition to a new church on Windrush Road and support Nick Firth of the South County**  
136 **Federation. The motion passed (5-1-0) with Mr. Shea opposing.**

137

138 Acoustic Panels for the Community Center – Deferred to the September 14, 2022 Board  
139 meeting.

140

141 Bridge Design by Engineer or Purchasing Bridge Plans – Ms. Ciarlo discussed with the  
142 Board the subcommittees findings and provided a website, EnWood.com showing different  
143 prefabricated bridge designs.

144  
145 **ACTION:** The Board directed management to 1) research the costs for a wood Pedestrian  
146 Bridge; 2) to draft a Request for Proposal (RFP) for the contractor’s work; 3) add this item to  
147 the September 2022 meeting agenda.

148  
149 Open Space Tree Removal, Twin Oaks Contract – The Board and management discussed the  
150 Twin Oaks contract proposal to remove a dead white oak tree from the open space behind  
151 8617 Cross Chase Court.

152  
153 ***MOTION was made by Mr. Sullivan and seconded by Ms. Ciarlo to approve the Twin Oaks***  
154 ***contract proposal to remove one dead white oak tree in open space behind 8617 Cross***  
155 ***Chase Court for the cost of \$2,350. The motion passed unanimously (6-0-0).***

156  
157  
158 Extension of Pool Management Contract – The Board and management discussed having the  
159 pools remain open for two additional weekends.

160  
161 ***MOTION was made by Mr. Sullivan and seconded by Mr. Cewe to approve the extension of***  
162 ***the Pool Management Contract to have the Crosspointe pools open for two additional***  
163 ***weekends in September 2022, for a cost of \$5,400. The motion passed unanimously (6-0-0).***

164  
165 Pool Cover Replacement – The Board discussed the request to replace the main pool cover for  
166 Oak Chase.

167  
168 ***MOTION was made by Mr. Sullivan and seconded by Mr. Cewe to approve the replacement***  
169 ***of the main pool cover at Oak Chase with the cost not to exceed \$21,000. The motion passed***  
170 ***unanimously (6-0-0).***

171  
172 Payment Source/ Square and iPad for Office and Events – Deferred to September 2022.

173  
174 **XI. MANAGEMENT**

175  
176 Contracts, Maintenance, and Operations Review – Ms. McDevitt reviewed and discussed the  
177 August 2022 monthly Operations Report, and updates with the Board.

178  
179 **XII. EXECUTIVE SESSION**

180  
181 ***MOTION was made by Ms. Ciarlo and seconded by Mr. Sullivan to convene into Executive***  
182 ***Session at 9:40 p.m. to discuss collections, legal, and homeowner matters. The motion***  
183 ***passed unanimously (6-0-0).***

184  
185 [Regular Session reconvened at 10:40 p.m.]

186

187 *Motion was made by Mr. Cewe and seconded by Mr. Haskins to grant the ARB Appeal for*  
188 *Homeowner #2 and approve the security cameras based on the application and additional*  
189 *information provided to the Board of Trustees by the homeowner. The motion passed*  
190 *unanimously (6-0-0).*

191

192 **XIII. ADJOURNMENT**

193

194 *MOTION was made by Ms. Ciarlo and seconded by Mr. Haskins to adjourn the August 10,*  
195 *2022, Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 10:45 p.m. The*  
196 *motion passed unanimously (6-0-0).*

197

198

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

200

201

Attested to:



Alan Sullivan, Secretary

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203

204