

MINUTES OF THE BOARD OF DIRECTORS MEETING

PARKFAIRFAX CONDOMINIUM

April 24, 2019

3360 Gunston Road:

Alexandria, VA 22030

ATTENDANCE:

Directors Present: Scott Buchanan, President; Susan Cox, Vice President; Kathy Schramek, Treasurer; Rich Moha, Secretary; Robin Woods, Dan Courtney, James Konkel Nick Soto and Maria Wildes, Directors.

Others Present: Mark Miller, General Manager; Sarah Clark, Assistant General Manager; Donna Young, Recording Secretary

CALL TO ORDER:

President Buchanan called the meeting to order at 7:02 p.m.; and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) MOVED by Mr. Moha, SECONDED by Ms. Schramek, to approve the agenda as presented. The motion passed unanimously (9-0-0).**

POLICE REPORT:

Officer Fromm, in his absence, provided a crimes report to the Board dated April 24, 2019. Officer From reported the following: on 3/10/19 in the 3200 Block of Gunston a hit and run occurred; on 3/16/19 in the 1300 Block of Martha Custis Drive destruction of property took place; on 4/2/19 in the 1700 Block of Preston Road a car was stolen and on 4/22/19 in the 3200 Block of Ravensworth a bike was stolen.

APPROVAL OF THE MARCH 13, 2019, BOARD MEETING MINUTES:

- (R) MOVED by Mr. Moha, SECONDED by Mr. Courtney, to approve the March 13, 2019, Board Meeting Minutes as presented. The motion passed (8-0-1). Ms. Wildes abstained.**

RESIDENTS FORUM:

Karen Elsbury thanked the Board for her award. Ms. Elsbury raised concern and sought input from the Board regarding residents campaigning on political matters at Parkfairfax Events. Ms. Elsbury also raised the issue of who will be hosting movie night, whether it will be the Activities Committee or the Anniversary Committee.

Homeowner (3630 Gunston Road) also spoke regarding residents campaigning on political matters at Parkfairfax Events, to include fund raising.

ELECTION OF OFFICERS:

- (R) **MOVED by Ms. Schramek, SECONDED by Mr. Soto, to elect Scott Buchanan as President of the Parkfairfax Board of Directors. The motion passed unanimously (9-0-0).**
- (R) **MOVED by Ms. Schramek, SECONDED by Mr. Soto, to elect Susan Cox as Vice President of the Parkfairfax Board of Directors. The motion passed unanimously (9-0-0).**
- (R) **MOVED by Ms. Wildes, SECONDED by Ms. Cox, to elect Kathy Schramek as Treasurer of the Parkfairfax Board of Directors. The motion passed unanimously (9-0-0).**
- (R) **MOVED by Ms. Schramek, SECONDED by Mr. Courtney, to elect Rich Moha as Secretary to the Parkfairfax Board of Directors. The motion passed unanimously (9-0-0).**

COMMITTEE REPORTS:

Landscape Committee: Ms. Woods recommended that the benches in the park be repositioned to face into the park not away from the Park. The matter will be added to the May 15, 2019 Agenda for discussion

Activities Committee: Ms. Cox reported that the committee discussed upcoming events.

MATTERS FOR BOARD DECISION:

February 2019 Reserve Expenditures: The Board discussed and agreed to add Billing and Contracts to the Agenda under Items for Board Discussion at the May 15, 2019, Board meeting.

- (R) **MOVED by Ms. Cox, SECONDED by Mr. Soto, to approve the February 2019 Reserve Expenditures in the amount of \$51,300 with funds to come from GL 3200 Reserve Expenditures. The motion passed (7-1-1). Ms. Wildes opposed. Mr. Moha abstained.**

Appointment of Covenants Committee Member(s):

- (R) **MOVED by Mr. Moha, SECONDED by Mr. Courtney, to appoint Kimberly Berona as a member of the Covenants Committee. The motion passed unanimously (9-0-0).**
- (R) **MOVED by Mr. Moha, SECONDED by Mr. Courtney, to appoint Mike Rothenberg as a member of the Covenants Committee. The motion passed (7-0-2). Ms. Cox and Ms. Woods abstained.**

Recreation Committee Bike Storage Recommendations:

- (R) **MOVED by Mr. Soto, SECONDED by Mr. Courtney, to approve changing the fee schedule in Policy Resolution #12 (PR#12) to reflect the new fee structure of the annual registration fee for bike storage from \$5.00/year to \$10.00/year. The motion passed (5-2-2). Ms. Schramek and Ms. Wildes opposed. Ms. Woods and Mr. Moha abstained.**

The Motion to approve to purchase 15 wall mounted bike racks with a cost not to exceed \$3,900 with funds to come from GL 6440, will be placed on the agenda for decision at the May 15, 2019 Board meeting

MATTERS FOR BOARD DISCUSSION:

Community Activities & Events: Mr. Buchanan raised the subject of proper protocol and Parkfairfax events. He discussed issues such as non-residents attending Parkfairfax events, solicitation of political subject matters at the events, etc. After further discussion, the Board consensus was when advertising any Parkfairfax event, it will be noted in the newsletter that the Board respectfully requests that residents not engage in solicitation of any kind, political or otherwise, at any Parkfairfax event.

2019/2020 Budget/Election Schedule: The Board discussed the matter. This matter will be placed on the agenda for a vote at the May 15, 2019 Board meeting. Mr. Buchanan shared any changes will be voted on at that time.

2019-2020 Budget/Election Schedule: The Board discussed the matter and agreed to discuss and/or vote on the matter at the May 15, 2019 Board meeting. Mr. Buchanan requested that the Board review the schedule for any conflicts.

Revisions to Administrative Resolution #14 (AR #14): The Board discussed the matter. The consensus of the Board was to review the suggested amendments; the matter will be revisited at the May 15, 2019 Board meeting for decision.

Resident Communication Options: The Board discussed and raised subject matters regarding moving away from paper notifications; more efficient ways to notify the community effectively as well as creating a documented process for resident emergency entries.

MATTERS FOR BOARD INFORMATION:

Manager & Maintenance Reports: Mr. Miller provided Management and Maintenance updates to the Board for the month of March 2019.

May 15, 2019 Agenda Items: The Board discussed and agreed to extend an invite for Legal Counsel to attend the June 19, 2019 Board meeting, at 6:00 p.m. Mr. Buchanan reminded the Board to submit any agenda items prior to the May 15, 2019 Board meeting.

EXECUTIVE SESSION:

- R) MOVED by Ms. Cox, SECONDED by Ms. Schramek, to recess Open Session at 9:05 p.m., and convene into Executive Session to discuss personnel, legal, or contractual matters, as permitted by subsection (C) of Section 55-79.75 of the Code of Virginia. The motion passed unanimously (9-0-0).**

OPEN SESSION:

- R) MOVED by Ms. Cox, SECONDED by Ms. Schramek, to recess the Executive Session and reconvene Open Session at 9:27 p.m. The motion passed unanimously (9-0-0).**

ADJOURNMENT:

- (R) MOVED by Mr. Buchanan SECONDED by Ms. Cox, to adjourn the April 24, 2019, Board meeting at 9:28 p.m. The motion passed unanimously (9-0-0).**

**The next Parkfairfax Board of Directors meeting will be held on
May 15, 2019 @ 7:00 p.m.**