

APPROVED 2/18/15

MINUTES OF THE BOARD OF DIRECTORS MEETING

PARKFAIRFAX CONDOMINIUM

JANUARY 21, 2015

3360 Gunston Road

Alexandria, VA 22302

ATTENDANCE:

Directors Present: Lyle Drew, President; Ralph Heinze, Vice President; Randy Sparks, Treasurer; Rich Moha (arrived at 7:30 p.m.), Secretary; and David Bush, Anna Fernezian, Jarrod Grimsley, Kathy Schramek and Robin Woods; Directors.

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

CALL TO ORDER:

President Drew called the January 21, 2015, meeting of the Parkfairfax Board of Directors to order at 7:00 p.m.

APPROVAL OF THE AGENDA:

- (R) **MOVED** by Mr. Drew, **SECONDED** by Mr. Heinze, to approve the agenda, as amended, and remove the pool management contract from the January 21, 2015, agenda to the budget meeting to be held on Saturday, January 24, 2015, and move the discussion of the 3617 Gunston Road Central HVAC Installation Update to the end of Matters for Board Discussion. The motion passed (7-1-0) with Mr. Grimsley opposed.

EXECUTIVE SESSION:

- (R) **At 7:15 p.m.**, the Board voted to approve a Motion **MOVED** by Mr. Bush, and **SECONDED** by Ms. Schramek, to recess the Open Session and reconvene in 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 (7-1-0) with Mr. Grimsley opposed.

OPEN SESSION:

- (R) **At 7:18 p.m.**, the Board voted to approve a Motion **MOVED** by Mr. Bush and **SECONDED** by Ms. Schramek, to recess the Executive Session and reconvene in Open Session. The motion passed (7-1-0) with Mr. Grimsley opposed.

IT Infrastructure Presentation: Director Anna Fernezian provided the Board with a presentation regarding moving Parkfairfax's IT capabilities into the cloud. The Board discussed the presentation.

Audit Presentation: Anne Sheehan, a partner of the Accounting Firm of Goldklang Group, CPAS, PC, the Association's Auditor, provided an in depth and detailed review of the Audit of Fiscal Year 2014 financial records and answered questions. The Board, by unanimous consent, agreed to changes in the draft. A set of formal bound copies will be provided once the audit is approved by the Board.

POLICE REPORT:

Officer Fromm reported that there was a larceny committed in the 3300 block of Martha Custis Drive; a spare tire was removed from the back of a jeep. Officer Fromm reported that there were no major incidents in Parkfairfax.

APPROVAL OF THE MINUTES:

- (R) **MOVED** by Ms. Fernezian, **SECONDED** by Ralph Heinze, to approve the meeting minutes from the December 17, 2014, meeting as presented. The motion passed (7-0-2) with Randy Sparks and Dave Bush abstaining.

RESIDENT FORUM:

Ms. Hawkins at 1543 Mount Eagle Place requested the Board allow her to use the Party Room to teach watercolor art classes for residents of Parkfairfax at a discount cost. The Board informed her that this item was on the agenda and would be discussed later in the meeting.

David Gesualdi at 3122 Wellington Road informed the Board that he was in attendance to hear the discussion concerning the building 109 structural engineer report that was on the agenda.

COMMITTEE REPORTS:

Financial Committee: Mr. Sparks provided the Finance Committee report to the Board.

Activities Committee: Meeting minutes from the January 6, 2015, meeting were provided for the Board's review. Ms. Woods reported the Activities Committee report also provides a list of upcoming events.

Parkfairfax Community Outreach/Communications Committee: Meeting minutes from the January 13, 2015, meeting were provided for the Board's review.

MATTERS FOR THE BOARD DECISION:

2014 Draft Audit:

- (R) **MOVED** by Mr. Sparks, **SECONDED** by Mr. Bush, to approve the FY-2014 Draft Audit, as submitted by the Association's accountant Goldklang Group. The motion passed (7-0-1) with Mr. Moha abstaining and (Ms. Woods unavailable for the vote.

2015/2016 Audit Contract:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Fernezian, to approve an Audit & Tax Services Contract with Goldklang Group, at an annual cost of \$14,500 from General Ledger 7000. The motion passed (7-2-0) with Mr. Moha and Mr. Sparks opposed.

Party Room Request:

- (R) **MOVED** by President Drew, **SECONDED** by Ms. Fernezian, to approve the free use of the party room for a watercolor techniques class. The motion was tabled.
- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Moha, to table the matter until the March 2015 meeting. The motion passed (6-1-1) with Mr. Heinze opposed and Mr. Grimsley abstaining and Mr. Sparks unavailable for the vote.

2nd Pet Application(s):

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Moha, to approve 2nd Pet Applications for 3284 and 3554 Martha Custis Drive. The motion passed unanimously (9-0-0).

Community Outreach Chair Appointment:

- (R) **MOVED** by Ms. Fernezian, **SECONDED** by Mr. Bush, to appoint Deborah Plumstead as the Chair of the Community Outreach Committee. The motion passed (7-1-1) with Mr. Moha opposed and Mr. Grimsley abstaining.

Administration Resolution Number Three Update:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Fernezian, to approve to amend Administrative Resolution Number Three Procedures Relative to Assessment Collection. The motion passed unanimously (9-0-0).

December 2014 Reserve Expenditures:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Heinze, to approve the December 2014 Reserve Expenditures in the amount of \$68,320.90 with funds to come from General Ledger 3280, Reserve Expenditures. The motion passed (8-0-1) with Mr. Moha opposed.

Reimbursement Request:

- (R) **MOVED** by Mr. Drew, **SECONDED** by Mr. Bush, to approve to reimburse a resident at 3222 Martha Custis Drive for dry cleaning expenses in the amount of \$20.00. The motion passed (6-3-0) with Mr. Moha, Mr. Sparks and Mr. Grimsley opposed.

(R) MOVED by Mr. Grimsley, SECONDED by Ms. Woods, to approve to reimburse resident at 3222 Martha Custis Drive for dry cleaning expenses in the full amount of \$692.33 minus \$20.00, totaling \$672.33. The motion failed (2-7-0) with Mr. Moha, Mr. Sparks and Mr. Drew, Mr. Heinze, Ms. Fernezian, Mr. Bush and Ms. Schramek opposed.

Building 109: Mr. Miller provided the Board with an update and recommendations regarding Building 109. The Board concluded to seek additional figures from SRG Structural Rehabilitation Group, LLC, as well as review the options presented and revisit this matter at the February 2015 Board meeting to make a decision.

MEETING EXTENSION:

(R) MOVED by Mr. Drew, SECONDED by Ms. Schramek: to approve to extend the meeting by 30 minutes. The motion failed (4-4-1) with Mr. Moha, Ms. Woods, Mr. Bush and Mr. Sparks opposed and Ms. Fernezian abstaining.

ADJOURNMENT

The meeting was automatically adjourned at 10:00 p.m.

(Rich Moha left the meeting)

AFTER MEETING BOARD DISCUSSION:

Landscape Presentation: Mr. Jeff Lange provided a presentation to the Board regarding landscape enhancements.

ADOPTED AT THE FEBRUARY 18, 2015 BOARD MEETING

Respectfully Submitted,

Rich Moha, Association Secretary

(Date)

Attested By: _____
(Name)

(Date)