

**COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES
JUNE 20, 2017**

Board Members Present: Blake Surbey, President
 John Harlow, Treasurer
 Theeng Kok, Secretary
 Curtis Cultice, Member at Large

Absent: Chris Cahill, Vice President

Others Present: Chuck Vaughan, General Manager

I. CALL TO ORDER

The meeting was called to order by Blake Surbey at 7:04 pm.

II. RESIDENT'S FORUM

2 Residents in attendance - Landscaping and various maintenance items were discussed.

III. READING AND APPROVAL OF MINUTES

MOTION: **Ms. Kok Moved to approve May minutes as presented. The Motion was seconded by Mr. Cultice and carried unanimously. Mr. Surbey abstained from voting.**

IV. REPORTS OF COMMITTEES/OFFICERS

V. MANAGEMENT REPORT

Financial – Management presented financial statements along with a variance reporting the association is running approximately 17% under budget.

Management provided status updates on maintenance items and ongoing projects. Management was tasked with:

- Following up with Arlington County's DES to determine street striping responsibility; the Board would consider engaging legal counsel for assistance if no response.
- Obtaining procedures for Interior door fob locks to be free from manipulation.
- Have the tree stump removed and guard removed from the Wilson courtyard.
- Address needed weeding on Rhodes and present a plan for the knockout roses that were thinned out in the 1736 Rhodes courtyard and others throughout the property may be failing due to disease.

VI. OLD BUSINESS

Plumbing Sewer Line

Following review of four proposals to address fixing a sewer line in the 1701 courtyard which causes periodic backups in the laundry and trash rooms, the Board voted as follows:

MOTION: Mr. Harlow Moved to accept a proposal from All Plumbing as presented. The Motion was seconded by Ms. Kok and carried unanimously.

Meter Stack

Management recommended consideration of an engineering proposal from Summit Engineering to evaluate and make recommendations on the condition of the property's meter stacks.

MOTION: Mr. Surbey Moved to accept Summit Engineering's proposal as presented. The Motion was seconded by Mr. Harlow and carried unanimously.

Exterior Railings

Following review of proposals for repainting all black and white wrought iron railings, the Board voted as follows:

MOTION: Mr. Surbey Moved to accept a proposal from Nova Painting as presented. The Motion was seconded by Mr. Harlow and carried unanimously.

VII. NEW BUSINESS

VIII. ADJOURNMENT OF REGULAR SESSION TO EXECUTIVE SESSION

MOTION: With no further business to discuss, Mr. Surbey Moved to adjourn at 8:00. The Motion was seconded by Mr. Harlow and carried unanimously.

IX. RECONVENE TO OPEN SESSION

The Board discussed sensitive matters - delinquencies and covenants violations.

It was the Board's consensus that Management would reschedule the scheduled hearing that was to occur at 7:30 to be held at the next meeting: July 18th at 8:00pm.

X. ADJOURNMENT

MOTION: With no further business to discuss, Mr. Surbey Moved to adjourn at 8:20. The Motion was seconded by MS. Kok and carried unanimously.

Next Meeting:

**Tuesday, July 18, 2017
CVII Meeting Room – 1701 N. Troy Street**

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:


Blake Surbey, President

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Date

7/19/17