

COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS
MEETING MINUTES
MAY 16, 2023

Board Members Present: Geoff Lawson, President
Curtis Cultice, Vice President
Eric Breit-Nicholson, Treasurer
Matthew Woodhouse, Secretary
Jamia Canlas, Member at Large

Management Agent Present: Chuck Vaughan, General Manager

I. CALL TO ORDER

The meeting was called to order at 6:53 PM by Geoff Lawson.

II. RESIDENT'S FORUM

Board members relayed several maintenance requests: overgrown bushes in the 1756 courtyard, timing for Zelkovas to be trimmed on Key Blvd, LED lights flashing out at two locations, blocking common areas near trash rooms to prevent residents from dumping bulk trash and creating an unregistered bike policy for donation and/or removal of abandoned bikes.

III. READING AND APPROVAL OF MINUTES

MOTION: Mr. Lawson Moved to approve the April meeting minutes as presented. The Motion was seconded by Mr. Breit-Nicholson and carried unanimously.

IV. MANAGEMENT REPORT

Financials Management provided variances for financials received through February 2023 along with balances for the reserves and operating account. March and April financials will be forwarded once received.

Management Items

The following items have been completed or are in progress since the last reporting period:

- Dormer Window Repairs – Wood Inserts under dormer windows at various locations were replaced April 6th; however, the inserts need to be sanded and painted. Management presented a proposal to paint inserts at 10 buildings totaling \$4,298 for the Board's consideration.

MOTION: Mr. Cultice Moved to approve a proposal to paint dormer window inserts. The Motion was seconded by Mr. Lawson and carried unanimously.

- Shutters – Management has sought proposals from three vendors to address replacement of missing shutters. Once received, they will be presented for Board consideration.

- Historic Window Replacement Options – The Arlington County Historic Affairs Board will be meeting next week to view and consideration viable options (5 sample windows were provided) since the Paradigm hybrid is no longer an available choice to owners.

V. OLD BUSINESS

VI. NEW BUSINESS

MOTION: Mr. Lawson Moved to affirm an electronic vote that was held on May 3rd to approve a tenant's request to keep 2 pets (cats). The Motion was seconded by Mr. Breit-Nicholson and carried unanimously.

Management led the Board members in reviewing Task List items for discussion and prioritization. Based on their consensus, Management will update the statuses for June's report and contact those Board members who volunteered to assist with some of the outstanding tasks.

VII. ADJOURNMENT

MOTION: With no further business to discuss, Mr. Lawson Moved to adjourn the meeting at 8:20 PM. The Motion was seconded by Mr. Breit-Nicholson and carried unanimously.

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:

Matthew Woodhouse

6/20/23

Matt Woodhouse, Secretary

Date