

Approved MINUTES
Carisbrooke HOA
Board of Directors Meeting
21691 Knolls Hill Square
Ashburn, VA 20147
April 15, 2010

BOARD MEMBERS PRESENT:

- Kim McComas, President; Michael Schimmel, V.P.; Carol Joseph, Treasurer, Michael Simmons, Secretary; Aaron Dudek, Member at Large
- Staff Members: Audra Wallace, Community Manager, PMP; Ed Thomas, PMP (arrived at 8:30pm)

CALL TO ORDER:

Kim McComas called the meeting to order at 7:12pm.

Jeremy Wilcox from the Architectural Review Committee was present to discuss an application for window change. Jeremy will e-mail PMP with the exact verbiage for the official response to the homeowner.

Brian Bowman of 21641 Kings Crossing Terrace was present to discuss an ongoing issue with the road being wet in front of his home. He presented a petition signed by 7 homeowners requesting that the HOA look into remedying this situation. PMP will contact HLS to inspect and offer recommendations for water diversion/drainage in that area.

APPROVAL OF MINUTES:

In a motion made by McComas, seconded by Simmons, the Board APPROVED (BOD-0410A) the meeting minutes for the March 18, 2010 meeting (4/0/1, with Dudek abstaining).

PENDING/NEW BUSINESS:

- The Board discussed topics for the next newsletter. An article regarding trash/recycle totes will be included, explaining that townhome owners are not required to keep them if they do not want them or do not have a storage area.
- The Board discussed the trees planted by K Hovnanian behind Trask Place. The Board requested HLS not mow or touch the area by the plantings until the developer is completely off bond with Loudoun County. Carol Joseph expressed her concern about ticks and mice.
- PMP is in the process of obtaining a second bid on the Kings Crossing light pole replacement from Southern Electric. The bid should include a light deflector to deflect the light downward.
- PMP will check with Beckstrom Electric on lowering wattage in all ballast/lamps to 50 watts; PMP will inquire if there is a price increase for using a lower wattage.
- The Board reviewed the list of pool repairs presented by Clear Blue Aquatics. The Board requested that PMP remove the test kit and 2 rescue tubes from the proposal.
- PMP will ask All Recreation to fix the bench that is leaning forward at the upper basketball court when they perform the tot lot renovations.

- In a motion made by McComas, seconded by Joseph, the Board unanimously APPROVED (BOD-0410B) the All Recreation proposal in the amount of \$7,211.06 for tot lot renovations (5/0/0)
- PMP will ask HLS when mulching will occur and inform them that they are missing spots when they mow. PMP will ask HLS what the pre-emergent application is designed to eradicate.
- PMP will request a copy of the pond study that was done several years ago by Angler Environmental. PMP will also request an estimate for pond repairs from Angler Environmental.
- PMP will get an updated proposal from ECS (they provided a proposal in 2004) on required pond repairs.
- The Board discussed the current condition of the pond. The Board did not feel that the pond was at risk of losing mass amounts of water or breaching completely at this time.
- In a motion made by McComas, seconded by Dudek, the Board unanimously APPROVED (BOD-0410C) the proposal from Clear Blue Swimming Pools to install caulking at the pool.
- Ed Thomas, CEO of PMP arrived at 8:30 PM with the financial statements for month end March 31, 2010. Ed Thomas gave an update on PMP's software transition.

ADJOURN:

The meeting was adjourned at 9:00pm.

Respectfully submitted,

Michael Simmons, Secretary
Board of Directors
Carisbrooke Association
Audra J. Wallace, PMP