

Approved MINUTES
Carisbrooke HOA
Board of Directors Meeting
21691 Knolls Hill Square
Ashburn, VA 20147
September 16, 2010

BOARD MEMBERS PRESENT:

- Kim McComas, President; Michael Schimmel, V.P.; Carol Joseph, Treasurer; Michael Simmons, Secretary;
- Staff Members: Audra Wallace, Community Manager, PMP

BOARD MEMBERS ABSENT:

Aaron Dudek, Member at Large; Michael Schimmel arrived at 7:21pm.

CALL TO ORDER:

Kim McComas called the meeting to order at 7:03pm.

APPROVAL OF MINUTES:

Kim McComas made a MOTION to accept the August 25 2010 minutes. Michael Simmons SECONDED the motion. The motion (BOD-0910A) was APPROVED (3-0-0).

MANAGEMENT REPORT:

- Audra will follow up with the landscape company to ensure compensation will be made for the blackberry bushes that were cut down.
- Kim McComas made a MOTION to accept Heritage Landscaping Services' contract for core aeration and overseeding of all areas. Carol Joseph SECONDED the motion. The motion (BOD-0910B) was APPROVED (3-0-0).
- The issue of kids skateboarding on the storm drain was discussed. Audra will check with the lawyer on ways to prevent the skateboarding.
- The Board discussed Michael Simmons' findings on swing height on all the tot lots. Audra will find someone who can add chain to the one swing that is too high or add extra mulch under the swing.

ACTION ITEMS/NEW BUSINESS:

- Kim McComas made a MOTION to accept D&D Painting and Repair's proposal for fence painting for \$4945.01. Michael Schimmel SECONDED the motion. The motion (BOD-0910C) was APPROVED (4-0-0).
- The Board agreed that if Clear Blue Swimming Pool Service, Inc. contacts Audra about replacing the pump, Audra will request that the original pump be returned.
- Basketball court repairs were discussed. No action will be taken at this time until the backboards and rims are checked.
- Michael Schimmel made a MOTION to approve the Nova Pro Bounce tennis court proposal from Bishop for \$59,730. Carol Joseph SECONDED the motion. The motion (BOD-0910D) was APPROVED (4-0-0). Kim McComas asked that signs be made that as

of March 1st no dogs, skateboards, etc., are allowed on the courts. The work will be done in the Spring. An article should be placed in the newsletter that explains the new rules and that an investment is being made in the new tennis courts. Audra will find out if the company will accept the payment in 4 installments, with 25% being paid in December, 25% in February, and 25% when the work begins.

- Audra will follow up with D.H. Scarborough regarding the audits, and will get proposals.
- Audra will send a violation letter to the renters at the corner of Trask and Waxpool regarding the trash cans and lawn mower.

ADJOURN:

The meeting was adjourned at 8:17pm in a MOTION made by Kim McComas.

Respectfully submitted,

Michael Simmons, Secretary
Board of Trustees
Carisbrooke Association
Joyce L. Cimbalista, Recording Secretary

Date