

MINUTES OF SEPTEMBER 2017 BOARD OF DIRECTORS MEETING
CROSSWINDS CONDOMINIUMS

The Board of Directors meeting was held on 26 September 2017 at
Rolling Valley Elementary School, Springfield, VA

Present were:

Board Members: Pat Milot, Lori Lee, Bill McVay, Mark Nixon

Management: Joyce Mullins, Crystal Terrant Burke Community Management Group

Homeowners: Lucy Gum

With a quorum of the Board present - Pat called the meeting to order at 7:01.

No activities committee report was given. Debit card account has been opened, waiting for card to arrive.

Pat moved to approve the August 2017 meeting minutes written, Bill seconded and the motion passed with Mark abstaining as he did not have time to review.

The management report was given. Roof replace is almost complete. Management will have the roofers go through and do a final cleanup to include removing any loose or dangling wires. Address signs are in production and should be installed in 4-6 weeks. Mailboxes have arrived, but the installation company is having a hard time getting the box assignments from the post office, as soon as this is done and keys are received they will be distributed. The fences from the plumbing emergency will be replaced this week, along with the shed camera and Management will be contacting an account representative at American since customer service has not taken care of the new trashcan order.

Old Business:

1. Management is still waiting on the arborist report and proposal and will email the board as soon as it arrives. The board did approve for emergency tree work to be completed at two units as tree limbs are brushing the unit.
2. Mark motioned to approve the 2017/2018 Brite View snow removal contract, Pat seconded the motion and the motion carried.

New Business:

The 2018 proposed budget was reviewed to include a 5% increase.

The 2017 annual meeting packet was reviewed.

The meeting adjourned to executive session at 8:27 to discuss a homeowner concern.

The meeting returned to open session at 8:45

The desired railing style was discussed. Mark moved to go with a wooden frame with black spindles and a ADA handrail, Bill seconded and the motion carried.

The need for monthly meetings moving forward was discussed, email updates may suffice when voting is not needed. This will be revisited in 2018.

The meeting adjourned at 8:52

A handwritten signature in black ink, appearing to read "Pat Donlin". The signature is written in a cursive, flowing style with a large initial "P".