

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
April 3, 2006

**BOARD MEMBERS PRESENT:**

- Jim Alba, President; Greg Truba, VP; Larry Cimbalista, Treasurer; Karthik Srinivasan, Secretary; Neil Manausa, Robert Whetsel
- Staff Members: Andrea Brown, Community Manager, PMP

**CALL TO ORDER:**

Jim Alba called the meeting to order at 7:00pm.

**BOARD MEMBERS ABSENT:**

None.

**RESIDENT INPUT:**

- In response to Rodger Williams' statement about noticing pocket bikes being ridden in the community, Jim Alba stated he will check with a neighbor who is a policeman about the rules regarding the bikes and will notify Mark Wright so he can put a notice in the newsletter.
- Mark Wright said he has noticed a lot more real estate signs in the community lately. Andrea Brown stated that signs are allowed for Open Houses on weekends and said she will continue her efforts in removing the signs.
- In response to Rodger Williams' statement about the mattress, furniture and other trash on the property located at Snowpoint Place and Laurel Ridge, Andrea Brown said she has issued a letter to the homeowner.
- Susan Truba stated her concerns about the Swim Team Committee's plans for sponsorship and that the projected profit from concessions is too high. The BOT said that those issues will be discussed further during the committee reports.

**COMMITTEE REPORTS:**

- **Architectural Review Board (ARB):** Rodger Williams said the next meeting will be April 5<sup>th</sup>. There is a new member, Rob Altland.
- **Communications Committee (CC):** Mark Wright needs articles for the newsletter as soon as possible since the draft will be done by the weekend. Mark said he hasn't gotten any response from the person currently providing the printing thus the printing cost could possibly double if another vendor is used.
- **Events Committee (EC):** Not present.
- **Neighborhood Watch Committee (NWC):** Inactive.
- **Open Space Committee (OSC):** Rob Altland reported that a good discussion with the developer of the commercial property was held at the last meeting. The developer is still willing to provide \$10,000 for landscaping on the HOA side of the property. The

landscaping that is planned is very thick and should prevent people from crossing onto HOA property. Rob is working with Valley Crest to identify any areas missed during the mulching. The fire lanes need repainting. Mark Wright reported that the Milky Spore treatment is scheduled for April 17<sup>th</sup>. Seventy-three residents have signed up for the treatment. The total cost for the treatment is \$5,600 and \$6,000 was budgeted. Mark will provide a map to volunteers identifying houses that have not signed up for treatment so they can go door-to-door April 8-9. The Yard Sale is scheduled for May 13<sup>th</sup>, and the Cleanup is set for May 20<sup>th</sup>. The dumpster will cost more than last year.

- **Pool Committee (PC):** Larry Cimbalista reported that Splash has moved the furniture outside and has removed the mats in preparation for the floor sealant.
- **Swim Team Committee (STC):** Rodger Williams is working to reconcile the three differences between the budget he has been working on and the approved one from Matt LeClercq. The differences are in the lane line cost (\$1125), pool restroom cleaning (\$375), and the end-of-season meet (\$450) for a total shortfall of \$890. Cheryl Whetsel reviewed a sponsorship package that she distributed to the BOT for approval. Greg Truba will give Cheryl the name of the banner company he recently used. The Swim Team Committee is not to purchase the lane lines until sponsors have been found.

Larry Cimbalista is to check with Splash about removing the ladders during meets so that the swim team will be compliant with league rules.

Jim Alba stated that the Swim Team Committee is not to give any advertising for free even if the person is a resident.

Larry Cimbalista made a MOTION to approve the proposed sponsorship package presented by Cheryl Whetsel. Rob Whetsel SECONDED the motion. Greg Truba re-stated that there is to be no free advertising. The motion (BOT-0406A) was APPROVED (6-0-0).

A discussion was held about the proposed practice schedule and about issues of non-members practicing in the evenings.

Neil Manausa made a MOTION to accept the proposed practice schedule, that it should be applicable to all registered swimmers, and with the following changes: 6 & under practice from 11:30-12, 7&8 practice 11-11:30, and 9 & up practice 10-11:00. Greg Truba SECONDED the motion. The motion (BOT-0406B) was APPROVED (6-0-0).

In response to Neil Manausa's question about the certificate of insurance, Cheryl Whetsel replied that the STC will have a good idea of the number of swimmers by April 15<sup>th</sup> and will make the payment on time.

Rodger Williams is working on a draft of the Memorandum of Agreement and is waiting on information from Ed Thomas, including who would be the signatory on behalf of the Courts and Ridges.

Rodger Williams inquired about whether the sponsorship funds would be subject to income tax if the funds exceed expectations. The BOT asked that Rodger keep them updated on the issue.

The BOT confirmed that the \$100 photography expense is not to be paid to someone but is for reimbursement of expenses such as CDs or paper.

Neil Manausa stressed that the limit of 125 swimmers is an absolute cap.

In response to Cheryl's question about level of cleaning in regards to the pool restrooms, the BOT said the restrooms should be returned to the condition they were in before the meets and that the committee should monitor the condition of the restrooms.

Cheryl stated that the STC didn't advertise for the head coach position because the Old Dominion Swim League said there were not any spare coaches. Jim Alba requested that next year, the STC advertise the head coach position since it is HOA policy. Jim Alba also asked Cheryl to ensure that the head coach is not making STC decisions since that is a

contractor position.

- **Welcoming Committee (WC):** Inactive.

### **FINANCIAL REPORT:**

- Andrea Brown stated she had implemented the change requested last month to show the previous month's total delinquencies.

### **ANNOUNCEMENTS:**

- Jim Alba gave the following dates for committee meetings: ARB, April 5; CC, none scheduled; EC, April 19; OSC, April 19; PC, April 4; STC, April 25.

### **APPROVAL OF MINUTES:**

A MOTION was made by Greg Truba to approve the March 13<sup>th</sup> minutes as submitted. Larry Cimbalista SECONDED the motion. Rob Whetsel stated that his research found that there is no limit to the number of Executive Sessions that can be held during one meeting. The motion (BOT-0406C) was APPROVED (5-0-1, with Rob Whetsel abstaining).

### **MANAGEMENT REPORT:**

- Andrea Brown stated that she installed the lock box as requested.
- Neil Manausa made a MOTION that the BOT will pay the cost for any member authorized by the BOT to attend the Community Association Workshop. Rob Whetsel SECONDED the motion. The motion (BOT-0406D) was APPROVED (6-0-0).
- Andrea Brown obtained a Fire Occupancy Load certificate to post in the clubhouse.
- Andrea Brown will call previous BOT members to get their clubhouse keys and will get clubhouse keys for all of the current BOT members. Andrea will also look for the key sign-out forms used by Liz Deapen.

### **PENDING BUSINESS:**

- Larry Cimbalista made a MOTION to renew the Nationwide insurance policy. Greg Truba SECONDED the motion. A discussion was held regarding the information Andrea obtained about the higher deductibles and it was decided to not make any changes. The motion (BOT-0406E) was APPROVED (6-0-0).
- Neil Manausa made a MOTION to keep the C&RA domain names .org, .net and .com so as to maintain control of the three domain names. Larry Cimbalista SECONDED the motion. The motion (BOT-0406F) was APPROVED (6-0-0).
- Andrea Brown is to check with ADS to see if they will supply liners for the tot lot trash cans and to see how many times per week they will empty those cans.

### **NEW BUSINESS:**

- In response to Rob Whetsel's inquiry about the status of the empty BOT seat, BOT members said that they are still in the recruiting phase.
- Andrea Brown will check with ADS about getting recycling containers for use at the pool.
- Andrea Brown is to remove 'Approval of Agenda' from the meeting agenda.

### **EXECUTIVE SESSION:**

At 9:29pm, Neil Manausa made a MOTION to enter into Executive Session to discuss violations of members. Greg Truba SECONDED the motion.

Executive Session ended at 9:52pm.

**ADJOURN:**

The meeting was adjourned at 9:54pm in a MOTION made by Neil Manausa.

Respectfully submitted,

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Karthik Srinivasan, Secretary  
Board of Trustees  
Joyce L. Cimbalista, Recording Secretary  
Courts & Ridges of Ashburn Association

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Date