

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
May 9, 2005

**BOARD MEMBERS PRESENT:**

- Neil Manausa, President; Matt LeClercq, Treasurer; Mark Redd, Greg Truba
- Staff Members: Liz Deapen, Community Manager, PMP

**CALL TO ORDER:**

Neil Manausa called the meeting to order at 7:00pm.

**BOARD MEMBERS ABSENT:**

Walt Koehler (E); Jim Alba (E); Dave Arundel (U)

**COMMITTEE REPORTS:**

- **Architectural Review Board (ARB):** Liz Deapen said the committee is still looking for a volunteer.
- **Communications Committee (CC):** Mark Wright has an updated trash collection page on the web site. The Board gave permission to post a list of community children who expressed an interest (with their parents permission) in doing odd jobs for residents. The Board also approved publishing photos of examples of trash violations in the newsletter as long as individual addresses are not shown.
- **Open Space Committee (OSC):** Rob Altland reported that Blade Runners is creating a community profile with a long-term plan. Neil Manausa requested that Liz Deapen contact VDOT to express dissatisfaction with the steepness of the slope near the sidewalk along Claiborne and request that this problem will be considered during their walkthrough.
- **Pool Committee (PC):** Larry Cimbalista reported that the coping stones are done and only caulking and cleanup remain. Splash has been missing their deadlines but assures Larry that the pool will open on time. The pool should be filled this week. The Pool Opening party was not budgeted for in either the Pool Committee or Events Committee budget. Matt LeClercq made a MOTION that the BOT approve up to \$500 from the BOT fund for expenses for the Pool Opening party to be administered by the Pool Committee chairman. The motion (BOT-0505A) was APPROVED (4-0-0).
- **Swim Team Committee (STC):** Rick Tashjian reported that 109 swimmers are registered, with 54 being residents, 15 are outside pool members and 40 are non-members. The non-members paid an additional \$25 per family. A get-together/ice-cream social event will be May 20<sup>th</sup> at the clubhouse and outside area. One application has been received for the paid head coach position from Beverly Kelley and one has been received for the two paid assistant coach positions. The two junior coach positions are by volunteer, but will be given a gift certificate at the end of the season. The STC's deadline for hiring staff is May 20<sup>th</sup>. Rick is to notify Liz Deapen of the chosen candidates and then Liz will notify the BOT. Rick is to submit receipts to Liz Deapen after purchasing the starter system, ropes, clocks and other equipment. Neil Manausa requested that the STC use the new sign boards

during swim events. Neil Manausa reminded Rick that the certificate of insurance must be received before the season starts.

- **Neighborhood Watch (NW):** Andy Adams will re-schedule the sheriff's visit for June.
- **Events Committee (EC):** Diana Wilkins stated that the Community Cleanup is this Saturday and the Yard Sale is the following Saturday.

### **APPROVAL OF MINUTES:**

A MOTION was made by Mark Redd to accept the revised BOT meeting minutes from April 11, 2005. The motion was SECONDED by Greg Truba. The motion (BOT-0505B) was APPROVED (4-0-0).

### **ACTION ITEMS:**

- Matt LeClercq made a MOTION to approve the purchase of four 32-gallon trash containers at \$316 each for a total of \$1265. Greg Truba SECONDED the motion. Discussion was held about free shipping, delivery, and installation. The motion (BOT-0505C) was APPROVED (3-1-0). Liz Deapen is to order the trash receptacles.
- Matt Leclercq made a MOTION to reinvest the maturing CD into a SunTrust 13-month CD at 3.5%. Mark Redd SECONDED the motion. Discussion was held about staggering the maturity dates of the CDs and about why SunTrust was chosen. The motion (BOT-0505D) was APPROVED (4-0-0).
- Liz Deapen is to put the maintenance policy resolution item on next month's agenda.
- Matt LeClercq made a MOTION to approve the 2005 operating budget for the Swim Team Committee. Greg Truba SECONDED the motion. Discussion was held about having already exceeded the income and the need for the BOT to continue to track expenses. The motion (BOT-0505E) was APPROVED (4-0-0).

### **FINANCIAL REPORT:**

A discussion was held about reasons for higher postage and reproduction costs and about handling excess funds that may remain at the end of the year for townhome snow removal.

### **NEW BUSINESS:**

- Sign board usage will be discussed further at the next BOT meeting. Until then, concerns about proper usage will be communicated to the committee member who will be responsible for the sign.
- Mark Redd made a MOTION to request the Secretary to review the Election By-laws (Article 7 Sections 2B and 6) and report back to the BOT about what format is necessary to change the terms of the Board of Trustees by staggering terms and also address unfilled vacancies. Greg Truba SECONDED the motion. The motion (BOT-0505F) was APPROVED (4-0-0).
- Liz Deapen is to put a discussion item on next month's agenda about not allowing individual committees to exceed their annual budget without BOT authorization.

### **OLD BUSINESS:**

- Liz Deapen is to forward to the BOT any response received regarding the Equity Homes deck and patio zoning issue.
- Liz Deapen is to email the BOT once per week, prior to the pool opening, on the status of the pool.
- Liz Deapen updated the BOT on the status/zoning of the triangular parcel of land behind the Ridges' tennis courts.

**ADJOURN:**

The meeting was adjourned at 9:07pm in a MOTION made by Greg Truba.

Respectfully submitted,

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Walter M. Koehler, Secretary  
Board of Trustees  
Courts & Ridges of Ashburn Association

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Date