

FAIRFAX CLUB ESTATES  
BOARD OF DIRECTORS MEETING  
Wednesday, June 23, 2010, 7:30 PM – 8:50 PM  
FCE Pool

- I. Call to Order
- II. Verification of Quorum

Attendees:

Pat Ring (*Vice President*), Phil Beenhouwer (*ACC Chair and Secretary*), Mike Krzykowski (*Tennis POC*), George Reilly (*Common Grounds*), Dave Hardin (*Treasurer*), Lu Wright (*Board member*), Mark Eackloff, Mike Tracey, and Pradip Tanna.

Not in attendance: Jim Thompson (*President*), Steve Holskey, Jason Regnier, and Karen Bates.

- III. Membership Forum ----- 20 Minutes

*NOTE: The maximum time for any one individual is limited to 5 minutes*

Mike Tracey petitioned the Board to allow use of one of the swim team’s gas grills for pool member use during normal pool hours. He explained that he has obtained the required County Health Department permit, which is required since food is prepared and sold during swim meets. He said that he also recently obtained an “Outside Liquid Propane” permit from the County Fire Marshall. While obtaining both of these permits, he discussed the issues with opening a grill for member use with the Health Department<sup>1</sup> and the Fire Marshall and neither office raised any issues that Mike had not already addressed by securing the two permits. Mike offered to post an official sign above the grill clearly stating the rules on responsibilities of anyone who decided to use the grill. The Board voted 5-0

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<sup>1</sup> David Lawrence, Fairfax County Health Department, Food Safety Section, Division of Environmental Health, (703) 246-2444.

in favor of Mike’s proposal, **pending a discussion with Jim Thompson**, who was unable to attend the meeting. Since Mike acknowledged that he had held previous discussions with Jim, and that Jim had previously raised some concerns with the proposal, the Board made it clear that the vote was conditional on any issues that Jim brought to the attention of the Board (e.g., liability, fire, insurance, etc.).

*[Subsequent to this meeting, Jim and Mike exchanged emails clarifying aspects of the proposal. In addition, Jim contacted representatives of the County to confirm what Mike had provided to the Board. Ultimately, Jim agreed to the proposal, Mike had a professional sign installed above the grill, and one grill was made available to pool members.]*

IV. Review Minutes from previous Board Meeting ----- 5 Minutes

Action Items:

- **President**: Contact Nationwide about a vandalism claim for the light fixtures around the pool and in the common areas. (Jim contacted Nationwide, but did not have the policy number at that time. He will follow up with Nationwide by the August Board meeting.)
- **Common Grounds Chair**: Contact electricians for estimates for the light fixtures around the pool and in the common areas.
- **Treasurer**: The BOD recommended creating an FY11 budget line-item for the reserve study. (The 2006 Reserve Study cost ~\$2,800.)
- **ACC Chair**: Contact GHA about the disclosure packet process and why it does not hold-up the sale/transfer of homes.
- **Treasurer**: Ask GHA to research the accounting of the reserve fund and attend a future HOA

meeting to help us understand the issues with accounting.

- **Board:** With each invoice from GHA, identify whether the payment is operating or reserve.
- **Secretary:** Contact AAA and American to determine what a community rate would be for trash/recycling.
- **Treasurer:** ~~Research any legal issues with respect to how reserve funds can/can not be used.~~
- **Treasurer:** Ask GHA if (1) the Board can reduce the monthly allocation to the reserve account; (2) If, at the end of the FY, the Board is required to vote to allocate the year-end funds into the reserve account; and (3) if the Board can spend reserve funds on the reserve study.
- **Treasurer:** Change the top of the “Assets” section to reflect a “*Checking Account – Reserve*” line and a “*Checking Account – Operating*” line, which subtracts the “Reserve” line from it.
- **Treasurer:** Pursue creating a separate banking account for the reserve funds.
- **Treasurer:** Request GHA to investigate the accounting solution for the incorrectly credited \$11K pool charge from operating expenses to reserve.
- **Treasurer:** Change the top of the “Assets” section to reflect a “*Checking Account – Reserve*” line and a “*Checking Account – Operating*” line, which subtracts the “Reserve” line from it.

V. Review President’s Report ----- 10 Minutes

*“We are looking forward to our second annual Movie Night we co-sponsor with Middleridge Civic Association! Last year's event was well attended, and we hope this year's event participation will not only increase but a factor of 2! Thanks to Lauren Wagner and Dianne Donovan for initiating, coordinating, and executing an end-of-school pizza and ice cream celebration at the pool! We are still looking for someone to plan and carry out this year's Adult Social, and as always, we are*

*looking for a volunteer for the Neighborhood Watch!”*

VI. Review Treasurer’s Report ----- 15 Minutes

VII. Review Committee Reports ----- 15 Minutes

Architectural Control Committee

**ACC re-sale inspections:**

1. 10652 John Ayres Dr

2. 10605 John Ayres Dr

Common Grounds

Neighborhood Watch

Pool

*“I am happy to announce we have exceeded our budgeted number of Summer Members (50)!  
Our Summer Members are very important to the financial health of FCE HOA, and we are  
glad despite the recession and other economic worries, that our Summer members continue to  
support the FCE pool!!”*

Social

Need a volunteer to organize the social this summer.

Tennis

Playground

The playground equipment replacement committee has no update.

❑ Miscellaneous

VIII. Old Business ----- 10 Minutes

1. POOL MEMBER INSPECTION

Concerns have been raised to members of the Board about a lack of member enforcement by the lifeguards at the pool. There are concerns that the guards are not “checking membership” and that there may be people who attend the pool that have not paid for a summer membership. There also appears to be an interest by some members of the HOA that we should consider charging for guests.

*[Subsequent to this meeting, a review of the pool sign-in sheets was conducted. Names on the sign-in sheets were compared to an FCE “Member List” and a significant number of names did not appear on the “Member List”. A separate HOA meeting to discuss this analysis, and the near- and longer-term pool enforcement issues is being scheduled.]*

IX. New Business ----- 10 Minutes

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X. Executive Session ----- 20 Minutes

Discuss Association accounts, pending negotiations/contracts, budget and violations outstanding.

XI. Date, Time, Place of Next Meeting (*4<sup>th</sup> Wednesday of each month*): July 28, 2010, 7:30pm, FCE Pool (weather permitting) or Bonnie Brae Lower Music Room/Theater.

XII. Adjournment