

**CAMPUS EAST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
December 6, 2018
MINUTES OF MEETING**

The meeting was called to order and a quorum was established at 7:00 p.m. Board members present: Jeff Coleman, Robert Vera, Jeff Lawn, Mike Hinton and Gladys Sumner. Board members not present: Roger Durity. Also Present: Michelle Jeter, CECA Office Manager and Charles Robey, CECA Inspector.

Homeowners Forum

No Home Owners in attendance.

Security

Chris Reese with Proper Staffing introduced himself and let the Board know his company has begun the neighborhood roving along with playground security.

Neighborhood Watch

N/A

ACC Report

Robert stated that everything was running smoothly.

Manager's Report

Michelle stated that as of November 29, 2018 we have received \$195,468.67 in Association Dues for 2018; we are still owed \$8156.33. The credit card statements, security times, and utilities spreadsheet can be found in the Board packet. 325 Inspections have been completed for 2018, 286 H/O has complied, 28 have been sent to the Lawyer and 11 are still open. Fences on Baccalaureate Dr. between Weblin and CECA do not belong to the Weblin Association, each lot is individually owned.

Treasurer's Report

Robert stated everything is running smoothly.

New Business

Approve Minutes for October Board Meeting: A motion was made to discuss the October Board Meeting Minutes. **A motion was made and seconded to approve the minutes from the October Board Meeting. 4 in favor; 1 abstained; motion passed.**

Approve Minutes for October / November ACC Meeting: A motion was made to discuss the October / November ACC Meeting Minutes. **A motion was made and seconded to approve the minutes from the October / November ACC Meeting. All in favor;**

motion passed.

A motion was made and seconded to enter into Executive Session at 7:40 pm to discuss Personnel Issues, 5635 Campus Drive, 5573 Campus Drive, 5587 Campus Drive, 5409 Scholarship Drive, 5455 Scholarship Drive, 811 Tenure Lane, and Jeff Colman's Resignation as acting Board President.

Board came out of Executive session at 7:56 pm

Personnel Issues: A motion was made and seconded to increase Michelle and Charles yearly salary for 2019 by 2.6%. All in favor; motion passed unanimously.

Personal Issues: A motion was made and seconded to give Michelle a \$500.00 Christmas bonus and Charles a \$1500.00 Christmas Bonus. 4 in favor; 1 abstained.

Election of Officers: A motion was made and seconded to elect Jeff Lawn as Board President, Mike Hinton for Treasure, Jeff Colman for Secretary. All in favor; motion passed unanimously.

Fence on Baccalaureate Drive: A motion was made and seconded to send a letter to each individual property owner within Weblin Place, with survey attached stating that they must remove their fence from individual property owner's property of Campus East Community Association, if fences are not removed within a reasonable amount of time, Campus East will have them removed. All in favor; motion passed unanimously.

5635 Campus Drive: A motion was made and seconded to send homeowner to the attorney. All in favor; motion passed unanimously.

5573 Campus Drive: A motion was made and seconded to send homeowner to the attorney. All in favor; motion passed unanimously.

5587 Campus Drive: A motion was made and seconded to approve a last and final extension for 5587 Campus Drive. If all items are not completed by 1/6/2019, the homeowner will be referred to the attorney. All in favor; motion passed unanimously.

5587 Campus Drive: A motion was made and seconded to approve the mixed match shingle color from front and back, as long as color stays the same on each. 4 in favor; 1 opposed.

5587 Campus Drive: A motion was made and seconded to approve the mixed match shingle color from front and back, as long as color stays the same on each, and that the homeowner obtain a city of Virginia Beach building permit. All in favor; motion passed unanimously.

5409 Scholarship Drive: A motion was made and seconded to approve a last and final extension for 5587 Campus Drive. If all items are not completed by 1/6/2019, the homeowner will be referred to the attorney. All in favor; motion passed unanimously.

811 Tenure Lane: A motion was made and seconded to approve a last and final extension for 5587 Campus Drive. If all items are not completed by 1/6/2019, the homeowner will be referred to the attorney. All in favor; motion passed unanimously.

5455 Scholarship Drive: A motion was made and seconded to send homeowner to the attorney. All in favor; motion passed unanimously.

ACC Violations: A motion was made and seconded to approve the ACC Violations from the October and November ACC meeting. All in favor; motion passed unanimously.

5422 Keydet Drive: A motion was made and seconded to not waive any violation assessments, and to continue the collection process.

Landscaping: A motion was made and seconded to give the landscaping chairman \$500.00 for the purchase flowers for the CECA and Wesleyan Pines entrances and around the CECA office.

A motion was made and seconded to adjourn the December Board Meeting at 8:15 pm. All in favor; motion passed unanimously.

The October 25, 2018 Board Minutes has been approved by the Board of Directors:

_____ Jeffrey Coleman Signature	<u>12/06/2018</u> Date
_____ Jeffrey Lawn Signature	<u>12/06/2018</u> Date