

**CAMPUS EAST COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
FEBRUARY 22, 2018  
MINUTES OF MEETING**

The meeting was called to order and a quorum was established at 7:02 p.m. Board members present: Jeff Coleman, Jeff Lawn, Roger Durity, John Graveno, James Hester, and Gladys Sumner. Board members not present: Robert Vera and Heidi Vera. Also Present: Michelle Jeter, CECA Manager and Charles Robey, CECA Inspector

**Homeowners Forum**

5537 Old Guard Crescent: Tenant was present; the Board informed the tenant that the homeowner and/or property manager must be present in order to discuss the violations on the account.

809 Tenure Lane: Homeowner would like to speak with the Board during Executive Session.

**Security**

Officer Gooch stated that the man who was urinating in the parking lot was found to have warrants for previous DUI's so he was arrested. He also stated that there will be less police in the area because the man power at the precinct is low. Also, there will be a new officer coming to the Board Meetings because he will be moving onto a different department within the next month.

**Neighborhood Watch**

John stated there was nothing to report.

**ACC Report**

Robert was not present

**Manager's Report**

Michelle stated that as of January 15, 2018, we have received \$195,513.37 in Association Dues for 2017. 873 homeowners have paid their dues; 396 homeowners have paid their dues for 2018. Credit card statement, security times, and utilities spreadsheet can be found in the Board Packets. We are still gathering proposals to repair the damage to the entrance. Concerning the tree services/main water line, we received a letter from the insurance company of "A Top to Bottom Tree & Lawn Service" stating that they have declined our claim. The CAI Membership has been renewed; also just a reminder, if any Board Member is interested in going to CA Day on March 24<sup>th</sup> to let Michelle know. The bids for a full security system can be found in the Board packets; the schedule for the off-duty police officers and security for the playground is listed on the manager's report; the retainer for the reserve study has been paid and Reserve Advisors stated that it should be completed by the end of March. The 2018 inspections will be starting in the beginning of

March and the following streets will be inspected: Chalk Court, Baccalaureate Drive, Fraternity Court, Monarch Drive, Campus Drive, Tuition Court, Graduate Court, Tenure Lane, and Scholarship Drive. Michelle stated that she is interested in planning a "Community Flea Market" around the month of May; homeowners/residents can sign out a slot in which they can sell their items. It will be held in the field off of Campus Drive and the parking lot will be used for people to park in; if we are unable to get at least 25 residents to sign up, then the event will be cancelled. It will be advertised on the website and the next newsletter. Michelle received an email from Inman's office stating that a letter has been sent to the Virginia Beach Courts concerning 935 Monarch Drive and the foreclosure, also the homeowner of 5612 Campus Drive has recently filed bankruptcy so the attorney's office is researching what can be done about that unit. The next item is the 2018 annual budget has been included in the Board Packet; during the December board meeting, there was a motion made that the salaries of the employees would be reviewed; finally, the collections resolution has also been included in the Board Packet. Vonda wanted us to review the resolution to ensure that we are doing what is stated.

### **Treasurer's Report**

Robert was not present

2017 Financial Report: Craig stated that the year 2017 was a good year for the Association; we were over the budgeted amount in each of our income areas and under our budgeted amount for the expense areas. The Association is also on a good start for the year 2018.

### **Old Business**

Tree Services/Main Water Line: The office received a letter from the company's insurance company stating that they are denying our claim; **A motion was made and seconded to send the Tree Services/Main Water Line issue to Inman & Strickler. All in favor; motion passed unanimously.**

Repair of Campus Drive & Baker Rd Entrance: **A motion was made and seconded to accept the proposal from Johnson Masonry & Repair Corp. to repair the brick work of the entrance in the amount of \$2,870.00. All in favor; motion passed unanimously.**

**A motion was made and seconded to file a claim with the insurance company to have the rest of the entrance repaired. All in favor; motion passed unanimously.**

Election of 2018 Officers: **A motion was made and seconded to table Election of 2018 Officers until the March Board Meeting. All in favor; motion passed unanimously.**

Office Rehab: **A motion was made and seconded to table Office Rehab until the March Board Meeting. All in favor; motion passed unanimously.**

Security Cameras: **A motion was made and seconded to table Security Cameras until the March Board Meeting. All in favor; motion passed unanimously.**

2018 Budget: **A motion was made and seconded to discuss the 2018 Budget in Executive Session. All in favor; motion passed unanimously.**

## **New Business**

Change to Collections Resolution: **A motion was made and seconded to send the Collections Resolution to Inman and Strickler for review. All in favor; motion passed unanimously.**

Approve Minutes for January Board Meeting: A motion was made to discuss the January 25<sup>th</sup> Board Meeting Minutes. **A motion was made and seconded to approve the minutes from the January Board Meeting. All in favor; motion passed unanimously.**

Approve Assessments for the ACC Meeting on January 10<sup>th</sup>: **A motion was made and seconded to approve the assessments from the ACC Meeting on January 10<sup>th</sup>. All in favor; motion passed unanimously.**

**A motion was made and seconded to enter into Executive Session at 8:20 pm to discuss 942 Monarch Drive, 5613 Rossburn Drive, 809 Tenure Lane, 808 Chalk Court, and 5537 Old Guard Crescent. All in Favor.**

Board came out of Executive session at 8:30 pm

942 Monarch Drive: The Board stated that there wasn't anything to vote on for 942 Monarch Drive; to just allow for homeowner to take next steps.

5613 Rossburn Drive: **A motion was made and seconded to not waive the trash can being left out and the trash can labeling violation dated 11/10/2017. Homeowner's balance for the two violations in question is \$75.00. All in favor; motion passed unanimously.**

809 Tenure Lane: **A motion was made and seconded to deny homeowner's request to remove the violations on her account. All in favor; motion passed unanimously.**

808 Chalk Court: **A motion was made and seconded to not waive the trash can being left out and the trash can labeling violation dated 10/13/2017. Homeowner's balance for the two violations in question is \$75.00. All in favor; motion passed unanimously.**

5537 Old Guard Crescent: **A motion was made and seconded to not waive the violations dated 12/15/2017. Homeowner and/or property manager must be present in order for violations on accounts to be discussed. Homeowner's balance for the violations in question is \$75.00. All in favor; motion passed unanimously.**

**A motion was made and seconded to adjourn the February Board Meeting at 8:35 pm. All in favor; motion passed unanimously.**

**The February 22, 2018 Board Minutes has been approved by the Board of Directors:**

<hr/>	<u>03/29/2018</u>
Jeffrey Coleman Signature	Date
<hr/>	<u>03/29/2018</u>
John Graveno Signature	Date