

MINUTES OF BOARD MEETING
MAYFLOWER SQUARE – SECTION 1
Thursday, August 21, 2014

ATTENDEES: Lynn Lawlor, Biya Albert, Gina Torretti

Absent: Cheryl Ferrufino, Brook Hailemariam

GHA: Odell Moon, Property Manager

The Board met in open session at 7:05pm.

Sergeant Tony Brown had nothing to report.

Action/Motions Approved:

- A motion was made by Lynn and seconded by Gina and concurred by Biya to approve the minutes of the June 31st board meeting. The motion was approved.
- Gina made a motion to approve Reston Painting bid of \$24,000 to prep and paint the exterior of all currently painted buildings. Lynn seconded, Biya concurred.
- Lynn made a motion to accept Portugal Construction's bid for phase 3 of the concrete repair \$17,431, Gina seconded, and Biya concurred.
- Lynn made a motion to approve the winterizing and anti-stain for the pool's winter maintenance at \$775.00, Biya seconded, Gina concurred.

Open Session:

- Complaints about dirty balconies
- Emergency water shut off – no notice
- Broken window in clubhouse, no lead as to how long it was broken or how;
- Dominion emergency phone number back to 703-642-5019
- Unit in 5909 Quantrell – has broken window covered in plywood;

Management Update:

- **Balcony Rehabilitation Project:** Lead abatement test came back and no traces of lead were found.
- **Brick Repair Project:** Stage 2 has been completed; Phase 3 has been approved;
- GHA Services is performing the maintenance work as contracted.

Maintenance Issues & Updates:

- **Townhouse Door Frame Replacement:** The exterior door frame walkthrough was completed on 8/20/14 as specified per the contract.

Old Business:

- **Smoke Alarms** – replace in all buildings with the 10 year battery life ones;
- **5909 Quantrell** – remove window gates on ground level boiler room;

New Business:

- **Exterior Building Painting Proposals:** Approved proposal from Reston Painting to prep and paint the exterior of all currently painted buildings on the property once masonry work is completed;
- **Irrigation** – Management will find out costs associated with irrigation for the community;
- **Annual Meeting Date Set:** Thursday, November 6, 2014.

Open Session adjourned at 8:05pm.

The Board convened in Executive Session to discuss delinquency/legal information.

Executive Session adjourned at 8:15pm.

Next Meeting Date: September 18, 2014

Respectively Submitted,

Gina Torretti

Gina Torretti, Secretary