

BEAUREGARD ESTATES HOMEOWNERS ASSOCIATION, INC.
(the "Association")
BOARD OF DIRECTORS MEETING MINUTES

505 Fortress Circle SE, Leesburg VA 20175
Tuesday, December 8, 2015

Board Members present: Peter Hill (PH), Cheryl Eaches (CE), and Alison Konosky (AK)

Others present: Chris Rossbach (CR) and Andrew Paul (AP), Community Manager

Call to Order: Noting that a quorum of the Board was present, AK called the meeting to order at 7:10 pm.

Approval of the Agenda: CE motioned to approve the agenda with the addition of the appointment of Chris Rossbach under New Business, AK seconded. Motion passed unanimously.

Approval of Meeting Minutes: PH motioned to approve the September Board meeting minutes, AK seconded. Motion passed unanimously.

Treasurer's Report: PH reviewed the finances, noting that Association is close to \$250,000 FDIC maximum recommended limit with one bank, but will monitor. Year to date snow budget will be close, but under budget overall.

Old Business: The footbridge at the corner of Beauregard Drive and Rangers Way has been completed. The rip rap removal in the drainage swale in front of 405 Beauregard Drive has been completed. The 2016 budget was passed at the September Board of Directors meeting and is being mailed out to residents this month. AK drafted a flier to be included in the mailing. The annual fall picnic at the end of October was another success. Extensive discussion and review of the reserve study update proposals. PH motioned to approve the Mason & Mason reserve study proposal, AK seconded. Motion passed unanimously.

New Business: AK signed the 2016 annual report with the State Corporation Commission.

PH motioned to approve the Goldklang Group, CPAs engagement renewal for year end 2015 and 2016 audit and tax preparation, AK seconded. Motion passed unanimously.

PH motioned that the Association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion, AK seconded. The deferred assessment resolution passed unanimously.

CE motioned to appoint Chris Rossbach to the Board and fill the Vice President vacancy, AK seconded. CR accepted the appointment, and motion passed unanimously.

Discussion on street signs replacement or refurbishment, tabled until the reserve study is completed in the spring.

Discussion trimming of plants, especially the rose bushes, at the front entrance of the community.

Discussion of holiday decorations, such as wreaths, at the front entrance, no motion, no further action.

Executive Session: AK motioned to go into Executive Session at 8:15 pm to discuss delinquencies, seconded by PH. Motion passed unanimously. AK motioned to come out of Executive Session at 8:05 pm, seconded by PH. Motion passed unanimously.

During executive session, the Board agreed to write off a bad debt from a past homeowner.

Scheduling: The next Board of Directors meeting is scheduled for January 19, 2016.

Adjournment: AK motioned to adjourn the meeting, seconded by CE. Motion passed unanimously. Meeting adjourned at 8:33 pm.