

Suffield Meadows Board of Directors

Work Session

March 8, 2018

Board Members Present: President, John Dunkin; Vice President, Dan Parker; Treasurer, Dave Pickersgill; Secretary, Vickie Hylton and Member at Large, Jim Phillips.

NRP, LLC Management Representative: Kristen Isaksen

Resident: Don Benchoff

John opened the meeting at 10:00 a.m.

RESIDENT'S CONCERN

Don Benchoff expressed to the Board his intent to install a TV antenna at the back of his home. Due to the recent wind storm and resulted loss of cable communication in his home, he feels this is his only option. This disconnect has not happened, to this extent, in the Board's memory. Several suggestions were made: Personal Hot Spot (speak with Internet provider), Phone (separate land line and Internet provider), Direct TV rather than cable. Although permissible, the Board would rather not have individual antennas put up around our community. Mr. Benchoff thanked us and said he would investigate all these options before making his decision.

APPROVAL OF MINUTES

Dave motioned to accept the minutes of Work Session, February 8, 2018. Jim seconded the motion. All were in favor. Motion passed.

REPORTS TO BOARD OF DIRECTORS

ADMINISTRATIVE REPORT ~

- **Suffield Calendar** ~ The calendar is online (see SM website – suffieldmeadows.org) and will be updated each month to include regular and special events as well as Clubhouse reservations.
 - The St. Patrick's Day celebration, March 17th, has been cancelled.
- **Firsts Aid Kits** ~ The additional First Aid Kit has been ordered and received. The kits will be installed at the Clubhouse, Fitness Center and Pool restrooms in prominent locations.
- **Small Community of the Year Banner** ~ NRP purchased a banner to be placed on Rt. 29 to congratulate Suffield Meadows' win of the Small Community of the Year Award. Full Service graciously provided the frame for the banner. As soon as Fauquier County approves the permit, it will be installed.
- **Arbors I, Unit 213 Interior Repair** ~ Full Service has completed the drywall repair and other work to Unit 213.

OLD BUSINESS:

- **AED (automated external defibrillator) and First Aid/CPR Classes** ~ John Dunkin spoke with a representative of the Red Cross regarding recommendations for the AED and First Aid/CPR classes. While the Board is not ready to purchase the defibrillator currently, we are scheduling

Courtney Sanford w/the American Red Cross to speak at the March 27th Board Meeting.

- **Suffield Meadows Trees ~ follow up from February meeting**
 - The Ash tree behind 6718 Suffield Lane (affected by Emerald Ash Borer) is being monitored and it will be decided later as to treat or remove.
 - 3rd tree to the right of dam is dead. Felipe Quintero will fell and leave in place.
 - Due to the wind storm a tree is across the grass path near the conservation area. Curb Appeal will be asked to remove.

NEW BUSINESS:

- **Generator Repairs** ~ Dave motioned to accept Fidelity Engineering's proposal to replace the rubber cone on air filter housing at the Pump House (\$598.77) and start batteries at the Pump House (\$205.00). Dan seconded the motion. All were in favor. Motion passed.
- **Internet Access Agreement** ~ A resident requested to have access to the Clubhouse WIFI. John prepared an *Internet Access Agreement* for the resident(s) to sign. After discussion, Dan motioned to accept the *Internet Access Agreement* and to provide on an as needed basis. Jim seconded the motion. All were in favor. Motion passed.
- **Arbors I&II Interior Cleaning** ~ The Board discussed the additional cleaning of the Arbors' buildings. The Board declined the contract and deferred the issue to NRP.
- **Garden Tribute** ~ A resident has requested a tribute to the Semples. While this is a good suggestion, the Board will research all options and decide later. The community will be kept apprised of the decision.

Regular Work Session ended at 11:30 a.m. and went directly to Executive Board.

Guests left the premises.

Executive Board ended at 11:50 a.m. and returned to Regular Session for immediate adjournment.

All residents are welcomed to attend Work Session Meetings

Respectfully submitted,

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Vickie Hylton, Secretary