

**Dranesville Estates
Board Meeting
November 21, 2023 7 pm @ Reston Library**

A. Call to order at 7:04 PM

a. Quorum: A quorum was present with the following directors in attendance: Mimi Kramer-Roberts, Jim Briden, Aaron Banikotes, Bill Bisbee, Carvin DiGiovanni and outgoing President Rikki Gardinio. Lisa Cornaire from Spectrum Property Management attended. Homeowner, Rikki Gardonio was also in attendance. The meeting was held at the Reston Library.

B. Appointment new board volunteers

- a. Carvin DiGiovanni
- a. Susan Garza
- b. Stephanie Lopez-Shirilla
- c. 4 yes/0 nay: Approved

C. Selection of Officer Positions

- a. President Bill Bisbee
- b. Vice President Mimi Kramer-Roberts
- c. Secretary Jim Briden
- d. Treasurer Aaron Banikotes
- e. Member at Large Carvin DiGiovanni
- f. Member at Large Susan Giarza
- g. Member at Large Stephanie Lopez-Shirilla
- h. Member at Large Gregg Lord
- i. Member at Large Vacant
- j. 5 yes/0 nay: Approved

D. Appointment of Committee Members (ARB)

- a. Mary Anne Dooley
- b. John Roberts
- c. Sabjad Shike
- d. 5 yes/0 nay: Approved

E. Approval of September/October meeting minutes

- a. 5 yes/0 nay: Approved after minor corrections. Lisa will post to the website.

F. Homeowner Open Forum (limit 10 min)

- a. Rikki spoke about the speeding on Dranesville Road that has includes two deaths
 - i. Believe that vehicles are meeting at Giant parking lot and racing up and down Dranesville Road Thursday, Friday and Saturday evenings.
 - ii. Next steps
 - 1. First step is to see if the new Dranesville Supervisor is aware of any actions being taken to remedy this issue
 - 2. Possibility of asking if they will meet with both Dranesville Estates and Crestbrook communities on this topic.
 - 3. Also considering getting VDOT involved in a traffic study and consider traffic calming plan.
 - 4. Contact Officer Horita.

G. ARB Report

- a. 1337 Cassia – Fence approved
- b. 12332 Exbury Fence approved
- c. 1326 Stalwart Roof approved retroactive
- d. 12311 Cliveden Fence relocation approved
- e. Set up online log that enables Dranesville Estates board members to know what applications are being considered. (Bill/ARB)

H. Old Business

- a. ARB guidelines revisions
 - i. Set up a special zoom work session to review changes to ARB document on 3 Jan 24 at 7:00 PM.
 1. Lisa will send out updated document to all board member and committee members.
 2. Lisa will send out zoom info

I. New Business

- a. Email hand off & Mail Chimp
 - i. Rikki passed on email to Lisa. Lisa added new list of homeowner's accounts. We have 165 homes and 115 email accounts enabling mass notification of Bates trash dates or major concerns.
 - ii. Lisa will add notification request for email address to annual dues payment in an effort to gather missing email addresses
 - iii. Lisa will change Gmail account to Mail Chimp account
 - iv. 5 yes/0 nay: Approved
- b. Reserve savings transfer to operating \$684
 - i. 5 yes/0 nay: Approved
- c. Reserve & Operating account signer updates
 - i. Lisa and Bill will meet at the bank to remove Rikki and add Bill as a signer on the operating account.
 - ii. Set up new reserve savings CD or MM account to increase interest income to help offset operating cost.(Lisa/Aaron/Bill)
 - iii. 5 yes/0 nay: Approved
- d. Gas pipeline – grass seeding
 - i. Mimi will provide pictures to Lisa of concern.
 - ii. Lisa will contact Columbia Gas on seeding area or ask landscapers for quote to re-seed.
 - iii. 5 yes/0 nay: Approved

J. Management Report

K. Closed Session – to discuss violation

L. Open Session & Adjournment

- a. Meeting adjourned at 8:55

M. Next meeting – January 16, 2024