

## **Crestbrook Homeowners Association**

### **Board Meeting Minutes, January 9, 2023**

- I. **Call to order** – Mr. Brabrook called the ZOOM meeting to order at 7:04PM. Five board members, the property manager, Ms. Cornaire and the HOA insurance agent Mr. Seekford were present.

Mark Brabrook	Charlie Taylor	Lew Thorp	Rob Garratt
Shannon Neal			

**Review / Approval of meeting minutes:** A motion from Mr. Taylor and a second from Mr. Garrett. to approve the November 2023 HOA board minutes passed unanimously.

- II. **Homeowner Forum:** None

**Old Business:**

- The Architectural Review Guidelines lead is now Mr. Thorp. His team, Mr. Taylor and Ms. Neal plan to have a draft for board review in March. Guideline samples from three local HOAs are being referenced to assist in producing the content for Crestbrook’s guidelines.
- Mr. Brabrook plans to reinitiate efforts to build a consensus for a new Fairfax County Sanitary district that would encompass a minimum of 50 contiguous properties on west side of Dranesville road. These properties would be Crestbrook HOA members. This project is not endorsed by the Crestbrook HOA however, e-mail addresses and support from Ms. Cornaire is requested.

- III. **New Business:**

- The board reviewed the 2023 annual meeting minutes and found no discrepancies. Approval is anticipated at the 2024 annual meeting.
- Mr. Seekford the HOA insurance agent provided property insurance premium costs. His estimate to cover a corner entrance value of \$60,000 (\$10,000/corner) would carry a premium of \$1,400 per year (\$3.45/member). This issue will be raised at the 2024 annual meeting. Current action is to continue to self-insure and use reserve money for any significant damage to the corners.
- Mr. Seekford went over a summary of the other types of coverage that the Association has to include general liability, crime and directors & officers coverage.
- Dates for three of the 2024 events were determined: 16 Mar - Spring newsletter, 30 Mar - Spring inspection, 22 Jun - Yard sale. The Fall newsletter, inspection and yard sale dates are yet to be determined.

- IV. **The Committee Chairmen Reports:**

- Neighborhood watch: None
- Management: Ms. Cornaire confirmed the CD for \$35,000 was purchased and that it matures in late October with an interest rate of 5.5%. The 2023 financial records are finalized and being sent for tax preparation. She also stated she contacted Jenny Phipps from the Dranesville Supervisors office about Dranesville road vehicle traffic. The inquiry was based on many homeowners concerns about the speed and racing taking place on the road. The response from the supervisors office is that this has been a popular compliant and that it is being looked into.
- Architectural Reviews: None.

<i>Application Date</i>	<i>Address</i>	<i>Subject</i>	<i>Initial email approval</i>	<i>Board Approval</i>

V. **Closed Session:** Nothing to report.

VII. **Adjournment.** Meeting was adjourned at 7:55PM.

Minutes submitted by: Mr. Thorp

Action Items:

- Architectural Guidelines
- Follow up with one Architectural review (1320 Shallow Ford Ct?)