

**THE PLAZA AT DUNN LORING CONDOMINIUM  
SEPTEMBER 2013 MEETING MINUTES  
OCTOBER 19, 2013**

The monthly meeting was held at the community's clubhouse, located at 2662 Manhattan Place, Vienna, VA.

Present at the meeting were Ina Nenninger, President, Kenny Shealy, Treasurer, Deborah Howard, At Large. Also present was Derenda Culligan, ACM. Sara Wachspress, Secretary dialed in for a portion of the meeting.

**Call to order**

President Nenninger called the meeting to order at 7:16 p.m.

**Approval of Minutes**

The approval of the August minutes was tabled until later in the meeting.

**Open Forum**

Residents inquired about the following items:

- Lights being left on and HVAC temperature for clubhouse and clubhouse workout room
  - ACM has requested a price from a contractor to install motion sensors for the lights and timers for the fans.
  - A programmable thermostat is planned to be installed. Residents were requested to let management know if the 72 degree temperature is a comfortable temperature.
- People have appeared to be "hanging out" in the clubhouse and using it as their personal office.
  - Currently no policy exists that prevents this. Ina and Sara will work with the Westbriar on developing a policy regarding this topic.
- Derenda read an email question that she received from a resident.
  - The Board did not understand the subject of the email and requested ACM notify the resident to come to a Board meeting to clarify their question.

**Management Report**

The following motions were made:

- Kenny made the motion, Ina seconded the motion and no one opposed for approval to pay Creative Contractors \$1885.00 to install gutter guards.
- Kenny made the motion, Ina seconded the motion and no one opposed for approval to pay Jeff Palmer \$150 to install programmable thermostat in the Clubhouse.
- Kenny made the motion, Ina seconded the motion and no one opposed for resolutions to be signed and adopted.
- Deborah made the motion, Ina seconded the motion and no one opposed for approval to pay Jeff Palmer \$180 for each light tagged by Buswell and Bennett as inoperable. There are 6 lights that have been tagged.
- Kenny made the motion, Ina seconded the motion and no one opposed for approval to pay Jeff Palmer to repair each light that has a broken lens cover at a cost of \$125/light.
- Kenny made the motion, Deborah seconded the motion and no one opposed for approval to pay ACM \$339.99 for the purchase of a MAXLED by Maxlight light fixture to be installed above the 2665 entrance.

### **Execution Session**

At 8:45 pm, the Board convened into Executive Session to discuss an individual resident's concerns.

Ina motioned, Deborah seconded the motion and no one opposed to deny a resident's appeal to waive a late fee.

At 9:20 pm, the Board came out of Executive Session.

### **Committee Report**

A report was provided by the Interior Design committee. Highlights are:

- Quote received to paint the interior of all buildings was \$20,000. The committee discussed colors that would provide a warm and neutral feel as well as ones that would be able to be easily washable. The committee has painted a small area in 2665 on the 3<sup>rd</sup> floor that is being used as a test case for the paints of interest.
- Members of the committee took a field trip to look at certain carpets. There is a product called Flor (flor.com) that they are researching.

### **Adjournment**

At 10:05 pm, Ina motioned, Kenny seconded the motion and no one opposed to adjourn the meeting.