

**MINUTES OF THE  
July 12, 2016  
MEETING OF THE VISTAS CONDOMINIUM ASSOCIATION**

**Board Members Present:**

Blake Roth.....President  
Jean Rakowski.....Treasurer  
Joni Fraundorfer.....Secretary  
Sharon Goins.....Member-At-Large

**Others Present:**

Tim Kirchner.....Northern Virginia Management  
Sharon Meyer.....Homeowner  
Sharon Brahaney.....Homeowner  
Nicolas Santoli.....Homeowner  
Craig Schultz.....President, Maid to Perfection

**Call to Order**

The meeting was called to order at 7:00 pm

**Members Forum**

Homeowner discussed the future snow plowing in the parking lot. Contract renewal for snow plowing is in October 2016 and at that time the Board would like to present a snow removal plan to the company. Homeowner request for access to books and records---present request is with legal counsel.

**Approval of Agenda**

Joni Fraundorfer motioned to approve the July 2016 agenda. Jean Rakowski 2<sup>nd</sup> the motion. Unanimously approved.

**New Cleaning Company**

Craig Schultz, President of Maid to Perfection came to speak to the Board about services. Services such as carpet cleaning and cleaning/removing any debris from inside the light fixtures was also discussed as additions to the contract.

**Approval of June 2016 Minutes**

Joni Fraundorfer motioned to approve the June 2016 minutes as amended. Sharon Goins 2<sup>nd</sup> the motion. Unanimously approved.

**Treasurer report (Jean Rakowski )**

**Condominium Manager report (Tim Kirchner)**

No resale requests or towing reports.

**Old Business**

The board discussed the initial landscaping to 10202 courtyard side to be done July/August 2016. The board discussed future landscaping options and proposals of patio areas and the common area which wraps around the building at 10200.

**New Business**

Joni Fraundorfer motioned to approve the new cleaning company (Maid to Perfection) contract. Sharon Goins 2<sup>nd</sup> the motion. Unanimously approved.

Northern Virginia Management just received the 2015 audit. Audit, as well as, draft budget will be discussed at the August 2016 meeting.

Reserve study is due and a proposal is in the works.

Dryer duct cleaning contracts have been signed. Deciding on proposed dates for July/August 2016.

**Open Board Position**

Joni Fraundorfer motioned to appoint Nicolas Santoli to the board. Jean Rakowski 2<sup>nd</sup> the motion. Unanimously approved.

Joni Fraundorfer motioned to move to executive session at 7:45 pm. Sharon Goins 2<sup>nd</sup> the motion. Unanimously approved.

**Executive Session**

Next meeting to be held on Tuesday, August 9<sup>th</sup> at 7 pm.