

**MINUTES OF THE RIDGETOP COMMONS
HOMEOWNERS ASSOCIATION
BOARD MEETING**

11550 Cavalier Landing Court
Fairfax, Virginia

December 8, 2010

I. ATTENDEES:

Board Members Present: Mike Tembrina, President; Dan DuBray, Vice President; Bob Dodd, Treasurer; Adam Schell, Secretary and Sigrid Ebert, Member at Large

Others Present: Karen Case, Recording Secretary, Minute-By-Minute

II. CALL TO ORDER:

Mr. Tembrina called the meeting to order at 7:12 p.m.

Mr. Tembrina and Mr. DuBray reported that they are resigning from the Board. There was a general discussion about soliciting new Board members and the transition of duties.

III. FINANCIALS:

Mr. Dodd inquired as to whether the \$20,000.00 was transferred from the money market fund into a CD which the Board decided to do at the last meeting.

IV. OLD BUSINESS:

McFall & Berry was awarded the 2011 landscaping contract.

V. NEW BUSINESS:

MOTION: Mr. Dodd moved, Ms. Ebert seconded, to appoint Mr. Schell as the new Board President. The motion passed unanimously (5-0-0).

Mr. Tembrina will ask Ms. Bailey to have the Architectural Review applications forwarded to Mr. Schell.

The Board thanked Mr. Tembrina and Mr. DuBray for their valuable service to the Association.

VI. ADJOURNMENT:

The Board of Directors meeting was adjourned at 8:17 p.m.