

Board of Trustees Meeting Minutes
April 15, 2003

Trustees in Attendance: Sue Alvarez, Trish Douville, Shawn Kelly, Ken Jacobs, Todd Matejovich, Richard Rumke, and Jeri Witt

Trustees absent with cause: Paul McCullagh and Georgianne McNeirney-ReWalt

Community Members present: Ken Busic, Mary Lee Chatrnuck, Richard Dengler

Trustee Jacobs called the meeting to order at 6:50 PM

Secretary's Report:

The March minutes were reviewed and accepted. 72 homeowners have not paid the assessment. Next meeting will be May 20, 2003.

Treasurer's Report: Ken Jacobs

Financial Activities Report for April sent out. Copy attached. Trustee Jacobs reported that \$128,952.25 received for assessments.

Committee Reports:

FACILITIES, Richard Dengler, Chair

- Mr. Dengler reported the pool would open on time, May 24.
- Pipes were replaced in utility room since the gate valve in the girl's bathroom leaked all winter and the pipes burst. Mid-Atlantic will winterize and if anything goes wrong, they will fix it free of charge.
- Common area is for members. Insurance could be a problem for non-members using the grounds.
- New families need to provide pictures because the digital pictures may not be done on time. We will use the old pictures from last year and phase in new system.
- Contract between Richard Dengler and Joe Criscuoli: May 1-August 30 empty trash cans at pool entrance and tennis courts for \$20/week; September 1 - October 31 empty trash cans for \$10/week; October 1 - November remove fallen leaves on tennis courts twice a week. Board unanimously approved the contract. Contract not in the budget but will be included later.

TRAFFIC, Shawn Kelly, Chair

A moving van complained about the pear trees and would not bring their truck in for fear of damaging the trees. Speed awareness days postponed because both trailers are broken. Speed bumps will be reinstalled on Cedarbrook.

ACCC, Jeri Witt, Chair

Jeri Witt filed the ACCC report. Copy attached. Highlights:

- No response to phone calls made to 12101 Mt. Pleasant.

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- Boats may come home from storage now. In September they need to be moved. Fines levied this winter. November 1 deadline.
- Parking on lawn is a violation.
- A tree down and two trucks parked on lawn at Silverbirch & Fernwood.
- Junk in backyard, wrecked cars in driveway, and house in need of painting at Oxwell and Montpelier.

Motion made and seconded that ACCC survey quarterly with written inspection reports for covenant violations. Complaining on neighbors is not good for enforcing covenants. ACCC will follow up on written complaints. Motion passed unanimously.

SECURITY, Richard Dengler, Chair

BB's shot through insulated glass at Mt. Pleasant home. Police believe vandals live in nearby apartments. Shed broken into and tools stolen from Orwood and Mt. Pleasant home.

GOVERNING DOCUMENTS, Ken Busic, Chair

In recess. No report.

SOCIAL AND RECREATION, Cheryl Moran, Chair

No report.

Old Business:

Trustee Rumke suggested methods to pick board candidates: Signs at pool; door-to-door; put box on volunteer sheet; make announcements at July 4 pool activities; call individuals who attend meetings; newsletter want ads. July-September newsletter candidates listed.

New Business:

Motion made to put memorial in the newsletter for Charlie Phillips who died recently. The motion passed unanimously.

Next meeting scheduled for the **third Tuesday of May, May 20, 2003 at 6:45 at Deerfield Recreation Center, preschool room.**

The motion was made and seconded to adjourn at 8:15 PM. The motion passed unanimously.

MARCH/APRIL

Assessment Payment Status

At this writing (April 13th) we have received \$137130.25 in assessments. All of which has been deposited. 83 members have not paid their 2003 assessment as of April 4th.

Pool passes have been purchased for a total of \$960.00; 11 resale packages have been purchased (\$275), and 27 extended family fees have been paid (\$1,350.00).

2002 Audit & Tax Activity

DeLeon and Stang have received all the items required for their 2002 audit. Thanks to Mary Hughes for providing a complete set of the minutes of 2002 Board Meetings. The use of QuickBooks Pro has made possible the transfer of much financial information via a disk and dramatically simplified the process; a quantum improvement over last year. Since taxes are a part of the activity they perform for MCA, this action item will receive top priority this month.

As of the end of March, the balance of the 2002 Fed taxes has been paid in the amount of \$612.

Estimated taxes schedule and amounts for 2003 Fed (\$2,508) and MD (\$628) have been received from the CPAs.

Ken Jacobs - 4/13/2003

**Architectural Control and Compliance Committee
Report - April 3, 2003**

Meeting was called to order at 7:30 pm

Committee members in attendance: Ken Busic, Brian Dennis, Georgianne McNeirney, Dave Friel, Thomas Jaehnigen and Jeri Witt

Committee members absent: Ron Lenart and Bill McClellan

Old Business:

8718 Granite - the concrete foundation around the gazebo in the back yard is showing again - the lattice has fallen down and needs to be repaired.

Action: Two committee members will visit the homeowner.

9108 Montpelier Drive - the owner called the Chairperson and said he was getting estimates for repairing the roof - he is going to do the driveway himself. He stated he was not able, at this time, to get someone to remove the dead trees in his side yard.

Action: The committee agreed to put a notice on the website to see if we can get someone to cut up the trees and haul them off for firewood leaving the rest in small enough pieces for the homeowner to get them to the street for pickup.

8719 Oxwell - the new roof installation is scheduled to begin the weekend after Easter. Several neighbors have offered their time and effort to assist in this project.

12101 Mt. Pleasant - after 2 home visits and a letter, the committee decided to impose a fine if the driveway and hedge problem are not remedied by the next meeting.

New Business:

Brian Dennis was elected as the new Vice-Chairperson by unanimous vote.

The following homes are in violation. Two members of the committee will visit each homeowner

to discuss the violations with them.

8806 Eastbourne - The shed which the ACCC approved last summer seems not to have been built according to the paperwork submitted with the Approval Form - from the back it is 2 story.

12815 Fernwood Turn - a written complaint was received regarding the tree and fence down in the side yard nearest Silverbirch.

12348 Shadetree Lane - large motor home parked on the grass at the side of the house.

8700 Oxxwell - untagged and wrecked cars in the driveway - roof and driveway in need of repair.

12222 Valerie Lane - small shed sitting in driveway

12209 Shadetree Lane - mold on side and front of house

The following approval forms were submitted with all necessary signatures - all were approved.

12606 Ivystone - replace driveway following original size and material

8704 Crystal Rock Lane - 10 x 12 Shed - Mr. Kenneth Stack brought his forms and stayed thru the discussion and vote.

12704 Cedarbrook Lane - replace a glass enclosed patio with a year- round room.

12349 Shadetree Lane - replace a deck in the back of the house with a year round room.

9303 Montpelier Drive - 8 x 12 shed

9003 Eastbourne - a letter was written concerning a wire fence. The homeowner graciously took the fence down without any action by the ACCC being necessary.

A motion was made and passed that, in the future, if possible, an ACCC member will do a follow-up visit on all approved requests to make sure they are exactly what was approved. A motion was made and passed unanimously that a letter regarding boats be sent immediately to all homeowners with boats on their property as of the annual ACCC survey done on 3/22/03 telling them how we plan to enforce the covenant violations in the future. A letter will be placed in the next newsletter stating the time frame the boats can be kept in driveways. Another letter will be placed in the newsletter later in the summer to explain our commitment to impose fines this years for non-compliance with boat removal during the specified time frame.

Also, the schedule of fines for all violations will be published in the newsletter. The ACCC will request the attorney furnish us with a letter of use as a model to send to homeowners when fines are to be imposed.

Next meeting was scheduled for Thursday, May 1, 2003.

Meeting was adjourned at 9:15 pm