

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES
Board Meeting October 9, 2012

The October LMCA board Meeting was held on Tuesday, October 9th, at 6304 Chaucer View Circle. Board members present were: Dan Aminoff, (President), Bill Gaffney (Vice President), Linda Carter, Joel Kaplan, Maria Santos, and Bill Evans. Absent was Board member Tom Craig. Also present were Roger Casalengo (Property Manager), Marty McDonald (Treasurer), and Bill Evinger (Covenants Chair). Also in attendance were homeowners Chris Dale, Tim and Annie Foster, Simon Bennett, and Karen Gray. Dan convened the meeting @ 7:00pm.

Agenda Approval

Linda Carter moved to approve the agenda as is. Bill Gaffney seconded. Approved 6-0. 1 Absent.

Secretary's Report

Heather presented the minutes from the September meeting and noted that the date and time of the October meeting had been revised to Tuesday, October 9th @ 7:30 from Wednesday, October 10th @ 7:00.

Bill Gaffney moved to approve the September draft minutes with the change. Joel Kaplan seconded. Approved 6-0.1 Absent

Financial Report

Marty stated that there had been no unusual payments during the month of September. He explained that everything has been paid except for the work done on the entrance ways. He then said that the bill for the enhancement of the Berm path had been paid, and that 50% of the fence work had also been paid.

Property Report

Roger began by saying that several of the projects recommended by the Landscape Advisory Committee had been completed including the stump removal from the Berm. He continued by saying that the wall pointing had not been completed yet. He then asked Maria to talk about the gate signage throughout the community. Maria explained that Landmark Mews was in need of updated gate signs as well as some new signs such as "Neighborhood Watch", "Residents & Guests Only, and "Private Property." The signs would be 6 inches x 9 inches and would be black with silver lettering. The purpose is to prevent casual trespassers and overflow from other communities.

Roger then discussed the hit and run that had recently taken place on Chaucer View Circle. He explained that a vehicle had hit one of the Japanese Cherry trees, which resulted in the under carriage of the car laying on a resident's driveway, and then the vehicle left the scene. As a result, the tree is destroyed and eventually the driver of the car was arrested.

Next Roger said that the Welcoming Committee had completed their visits. He then reminded residents how important it is to have insurance through Dominion Power. For a small monthly fee you are completely covered if the worst happens.

| | |
|------------------------|---------|
| In-home Plumbing | \$4.95 |
| Electric Line Repair | 3.50 |
| Sewer Line Repair | 5.25 |
| Water Line Replacement | 4.50 |
| Preferred Restoration | 1.75 |
| | <hr/> |
| | \$19.95 |

Joel Kaplan moved to approve the new signage for the community. Linda Carter seconded. Approved 6-0. 1 Absent

Next the topic of amending the Architectural Standards to eliminate all references and requirements associated with mirror images came up. Dan stated that there are situations where some variances are already allowed where mirror images cease to exist. He continued by saying that these situations were created by the developer and it didn't make sense to continue. Maria asked whether residents with mirror image homes are aware of their status as a mirror image and the answer was that some do and some don't. Bill Evinger stated that there are about 22 mirror image units in the community and that resident input should be taken into consideration before making this amendment. It was decided to table any further discussion until the architectural standards are reviewed.

Covenants

Bill Evinger began by saying that the fall re-inspections are being done and that he would have a full report at the November meeting. He continued by saying that there were currently only 3 homeowners who had failed to fix repeated violations. Roger asked what the next step would be to deal with the repeat offenders and Dan responded that a letter would be sent to the homeowner, they would then have 30 days to respond and if no response was received from the homeowner then the Board had a couple options; one of which included fining the homeowner for each day that the problem still existed. Bill Evinger will immediately begin putting the letters together and hopes that a response will be received during the 30 day allotment of time.

Bill Evinger then concluded by saying that there were no pending requests to modify.

President's Report

Dan asked if the Board had looked over the proposed budgets for 2013 and also if anyone had any suggested changes. Marty noted that insurance costs for 2013 will go up by about \$1,044. This insurance covers the Board, workers comp, liability, and the common area property. The differences between Marty's proposed 2013 budget and Dan's proposed 2013 budget were discussed once again. For copies of each budget please see the Landmark Mews website, www.landmarkmews.com.

Bill Evans moved to approve the Treasurers suggested 2013 budget. Joel Kaplan seconded. Approved 4-2. 1 Absent

Bill Evans moved to amend the resolution stating that a minimum of \$150,000 must be kept in the unrestricted reserve and change the minimum to \$50,000. Joel Kaplan seconded. Approved 4-2. Absent 1

Dan then moved on to discuss the status of finding a new Treasurer either from a resident of the community or the possibility of going to a professional management company to handle the finances. He stated that since there had been no volunteers from the community after his email solicitation had gone out he had since received two proposals from two different professional management companies, Cardinal Management Company and SCS. These two companies were suggested by a resident who felt that they would both fit the needs of Landmark Mews. The companies had provided proposals for just financial management as well as complete professional management. There was then a heated discussion on why proposals for complete management had been received when only a Treasurer was sought. It was explained that the complete management proposals had not been solicited for, but were included by the companies anyway. There was continued debate on whether a resident or a company would provide better service as the Treasurer of LMCA and Maria suggested sending another request out to the community with possibly a more generic description of the requirements to serve as Treasurer. Dan then said that he's not opposed to emailing the community again, but that the basic job requirements can't be changed because there are certain things needed and expected out of the Treasurer position.

On account of the fact that Marty was only staying on as treasurer until October 31, and that a new treasurer hadn't been selected, there was a need for a temporary Treasurer to fill in until a permanent solution could be decided upon. Linda Carter cautiously volunteered, but explained that she could only serve as temporary treasurer with Marty's assistance over the next couple of months. To help with the transition, Dan asked Marty to include invoices for October and November as well as two return envelopes in the mailings this month.

Joel Kaplan made a motion to approved Linda Carter as temporary Treasurer of LMCA. Maria Santos seconded. 6-0. 1 Absent

Other Business

Bill Evinger asked what the status of acquiring a permit for a residential parking district was and Dan responded that it would be temporary and would only be efficient for the houses along Stevenson Avenue at the exclusion of all others, so there was really no point in continuing to pursue it.

Next Dan extended his thanks to Marty for serving as treasurer over the past several years.

Karen Gray then asked what the status of the contract agreements was and it was discussed that Tom Craig had been assigned to work on these agreements and his absence from the meeting Dan would check with him on their status.

There being no further business, Linda moved that the meeting be adjourned, and it was seconded by Maria, *Approved 6-0, Absent 1*, so the meeting was adjourned at 10:00 PM.

Please note that the Annual Meeting will take place on Thursday, October 18th @ 8:00 PM at Samuel Tucker Elementary School.

The Board's next regularly scheduled monthly meeting will be on November 14th at Joel Kaplan's home, 6309 Chaucer View Circle at 7:00 p.m.

Respectfully submitted,
Heather McGhee

Secretary, LMCA