

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES
Board Meeting March 9, 2011

The March LMCA board Meeting was held on Wednesday, March 9th, at the home of Bill Menzies, 6313 Chaucer Lane. Members Present: Dan Aminoff (President), Loren Scieurba (Vice President), Linda Carter, Joel Kaplan, Bill Menzies, and Bill Gaffney. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), and Heather McGhee (Secretary). Homeowners present: Simon Bennett, Noreen Hagerty-Ford, Bill Evans, Chris Dale, Estella Laguna, and Bill Evinger. Absent was Delia Riso. Dan convened the meeting at 7:00 p.m.

Secretary's Report

Heather reported that she had made some additional edits to the directory and vehicle decal spreadsheet and was waiting for comments from Dan before finalizing both documents. She added that she had received responses from a few residents whom she had emailed concerning their lack of parking decals, but was unsure of what the next step might be for those who have yet to respond, or for whom she didn't have any contact information for. Dan stated that an ongoing issue will be dealing with those who were originally given decals, but who have since gotten rid of their vehicle and have not notified Heather that they are in need of a new decal, or the fact that some renters haven't been notified by the owners as to the parking policy for Landmark Mews. Loren suggested that since we have addresses for all residents that the most efficient way to remind everyone of the policy is to send every resident a letter, with a copy of the parking policy and ask them to contact Heather for their decals. If renters don't comply, then it's the owners who will be penalized because it's their responsibility to notify their renters of the parking policy. Heather went on to say that she will be out of town most of the following week so she will be sending the March issue of the Mews News to the printers on Tuesday instead of Wednesday. She then asked if everyone had gone over the minutes.

Loren Scieurba moved to approve the minutes. Bill Gaffney seconded. Approved 6-0, Absent 1

President's Report

Dan started by notifying everyone that there had been a vehicle broken into on Landmark Mews Drive. Joel added that a laptop and GPS had been stolen from a vehicle as well, and it was thought that the items were stolen from the previously mentioned car on Landmark Mews Drive. Dan then asked whether anyone had seen any improvement with the pet waste issues. Noreen said that when the Landscape Advisory Committee had been walking throughout the community they had seen several problem areas, specifically on the Berm. Dan then moved on to remind everyone how important civility among neighbors is. He reported two recent incidents within the community, one physical and one verbal assault.

Dan then moved on to say that Marty had sent a draft RFP to three companies and had asked for their comments. Marty then said that two contractors had visited the community and seemed interested, and that one had actually put together a proposal, but the proposal only included the lighting upgrade and didn't mention anything else. Based on the fact that no company had gotten back to him by the original deadline he had extended it until March 17th. Dan said that he hoped to have this wrapped up prior to the next meeting so he would be sending an email update to the Board members.

Next, Dan brought up the possibility of charging new residents an entire year's worth of dues at closing as to avoid the possibility of them saying they weren't aware of the monthly dues. Joel suggested only charging one month of dues because that would serve the purpose of notifying the new homeowner that monthly dues are required. He also brought up the fact that if we did charge an entire years worth of dues, the change might have to be made for all current residents as well. Loren added that he wasn't sure if it would even be much of an issue in the future since LMCA had taken control of the packets given to new homeowners. Bill Gaffney then stated that he too was against charging a year's worth of dues because he felt it might prohibit the sale of homes.

Landscape Committee

Estella Laguna reported that the advisory committee had recently taken a walk throughout the community and passed out the report they had put together that cited areas that are in need of maintenance, repair or clean up. She noted that at a later date the committee would put together another report concentrating on common area beautification. She also passed out photos that showed the areas the committee believed to be in need of the most attention. Estella stated that she was aware that cost would be a factor in getting any of the projects completed, but hoped that the Board would work to identify which were of highest priority. Dan then said that he would get together with Roger to go through the project list and that he would report back on their findings at the April meeting. Linda suggested possibly having a volunteer spring cleaning and both Estella and Noreen explained that some items were simply too large for residents to deal with. Roger then said that Valley Crest was now back working throughout the community after neglecting it for the past few months. He also explained that a change had been made to Valley Crests contract and that instead of them being required to make three attempts at picking up all the leaves throughout the community they are now required to come back as many times as needed until all the leaves are gone. Noreen asked if Roger could talk to Valley Crest about focusing on a few of the specific problem areas and Roger said that he would. Estella then added that she believes there are several things that can be done immediately at very little cost and that Landmark Mews looks dated and isn't being kept up as well as it once was.

Financial Report

Marty started by saying that the audit was complete. He then noted that \$34,000 had been added to the unrestricted reserve and that the auditor recommended that 25% of the budget be contained in the restricted and unrestricted reserves. He will ask the same of whoever does the reserve study. Bill M. asked when the reserve study would be complete and Dan said April or May.

Property Report

Roger began by saying that there were some big expenses coming up that include work being done to the roads, curbs and lights. He then said that Tysons would be coming to do some tree work. He then moved on to the current parking issues, and said that it's impossible to know exactly how long a car has been parked in a space so the clock would start once it was spotted.

Covenants Committee

Bill Evinger reported that there hadn't been any modification requests since the last meeting. He then said that he was working on getting bids from inspection companies for the spring inspections. Of the five local companies he had found, three are in the running. He continued by saying that the Covenants Committee could possibly do the

inspections themselves without the help of an outside company if two or three more members were added to the committee. He then asked for permission to purchase a hard drive for all Covenants Committee files and said that the cost would probably be around \$50-\$100.

Bill Gaffney moved to approve the purchase of the hard drive for the Covenants Committee. Loren Scieurba seconded. Approved 6-0, Absent 1

Bill Evinger then moved on to ask about the possibility of his wife, Suzann Evinger, serving on the Covenants Committee. Dan added that he had a couple other residents who were possibly interested in joining the committee.

Joel Kaplan moved, upon confirmation from Michael Davids and Brian Koechel, to appoint Suzann Evinger, Michael Davids and Brian Koechel to the Covenants Committee. Bill Gaffney seconded. Approved 6-0, Absent 1

Other Business

Noreen told everyone that she had written a letter of thanks to Supervisor Penny Gross for her help in getting bus service restored last year. Bill Evans asked that a notice be put in the Mews News asking residents to secure their trash bags and recyclables as well as reminding residents to slow down while driving.

There being no further business, Joel Kaplan moved that the meeting be adjourned, and it was seconded by Loren Scieurba so the meeting was adjourned at 8:50 p.m.

The Board's next meeting will be Wednesday April 13th, at Loren Scieurba's home, 6309 Manchester Way, Executive Session beginning at 7:00 p.m, and public session to follow at 7:30 p.m.

Respectfully submitted,
Heather McGhee
Secretary, LMCA