

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES
Board Meeting April 11, 2012

The April LMCA board Meeting was held on Wednesday, April 11th, at the home of Joel Kaplan, 6309 Chaucer View Circle. Members Present: Joel Kaplan, Loren Sciorba (Vice President), Linda Carter, Bill Gaffney and Tom Craig. Absent were Dan Aminoff (President) and Delia Riso. Also present were Roger Casalengo (Property Manager), Marty McDonald (Treasurer), Bill Evinger (Covenants Chair), and Heather McGhee (Secretary). Also in attendance were homeowners Bill Evans, Norm Taylor, Estella Laguna, Simon Bennett, Tim Foster, Annie Foster, and Chris Dale. As Loren was running late, Linda convened the meeting at 7:10 p.m.

Secretary's Report

Heather began by notifying every one of a couple changes to the March minutes.

Joel Kaplan moved to approve the March minutes with the changes. Bill Gaffney seconded. Approved 5-0, Absent 2

Financial Report

Marty started by saying that once he receives the invoice from Virginia Paving he would pay the additional \$152,000 still owed to them. He then pointed out that upon making that payment there would only be about \$4,000 left in the major infrastructure repair budget. Bill Gaffney then asked what the total expenditure would be on the road project and Marty answered that it was about \$210,000. Marty then moved on and said that he had planned for \$5,400 in bad debt for this year, but now he didn't think that there would be any bad debt accumulated. He also said that an updated budget history would be posted on the website soon.

Property Report/ Landscape Advisory Committee (LAC)

Roger began by saying that he would be doing a walkthrough with representatives from Va. Paving to inspect the work done on the roads.

Estella then began the report from the LAC by saying that there had been significant improvement in the community since last year, but that some areas could still look better. She continued by saying that the LAC recommends expanding the number of flowers planted throughout the community and specifically noted that the gated entrances should be updated with more and better plants as they are the first thing people see when they enter the community. Estella then said that a "beautification" walk would be done at a later date. Roger said that he appreciated the work and suggestions by the LAC and that he uses their reports to help him pick projects. However, he disagreed with adding more plants and suggested using the plants they already had and redistributing them throughout the community. Loren then asked that a revised proposal be sent to the Board as soon as possible.

Roger then asked the Board for approval on several projects:

- Replace bulbs, remove ballast and replace with a lumi lamp (\$175)
- Power wash, Manchester Park, brick paver steps (\$700)
- Repair pavers, Manchester Park, one section of paver walkway (\$100)
- Trim and shape six common area trees, and remove and stump two hollies (up to \$2,500)

Joel Kaplan moved to approve the cost of all projects. Tom Craig seconded. Approved 5-0, Absent 2

Loren then complimented Roger on his handling of the paving project.

Covenants

Bill Evinger said that the spring inspections were underway and that they should be done by the end of April. He expects the letters to be sent to homeowners by the end of May. Bill explained that every homeowner would get a letter, whether they had any violations or not. The deadline for completing the work on any violations will be the end of August. He continued by saying that the Covenants committee would work with residents but just asked that residents communicate with those on the Covenants committee. It was then noted that Dan had tasked Bill with putting together a list of renters as well as obtaining a copy of their lease and getting their contact information.

Roger brought up the need that the community has for some sort of welcome wagon committee to help new residents become acquainted with the community. Norm Taylor and Roger both volunteered to serve on such a committee and a notice will be put in the April Mews News asking for additional volunteers.

Other Business

Marty asked that there be a rule established where if the Mews News isn't complete by the 20th of each month that he can go ahead and send out the invoices separately from the newsletter. There was then a question as to whether it was necessary to distribute hard copies of the newsletter when residents also receive it through email and Loren answered that yes, hard copies are necessary because some residents don't have computers.

Linda Carter moved to approve Marty sending out the invoices by the 20th of the month regardless as to the status of the Mews News. Tom Craig seconded. Approved 5-0, Absent 2

Linda then brought up the subject of the Board taking a vote over email and said that she wasn't in favor of the practice because there wasn't room for discussion. Loren then said that email votes are allowed under Va. Law, but that the entire Board has to unanimously approve to take an email vote, so if a Board member is against voting by email they just need to say they don't approved of an email vote.

Action Taken by E-Mail Vote between meetings

The Board authorized additional funds from the re-paving project due to additional concrete and base repair work that was needed. As you recall, we had previously authorized an expenditure of \$168,000 for the re-paving and concrete work. The final cost came in at \$181,398.15. The final bill was comprised of the following:

\$128,500 for re-paving
\$5,500 for curb painting, re-striping and curb paint
\$31,000 in concrete work
\$6,617.90 in un-planned additional concrete work
\$9,780.25 in un-planned base repair work

Total \$181,398.15

The difference is \$13,398.15.

The Board approved \$12,567.25 for the new concrete work and approved \$13,398.15 of additional work that was needed to complete the project. This totals \$25,965.40.

The Board agreed to an E-Mail Vote 6-0, Absent 1. The Board agreed to approve the expenditure 6-0, Absent 1.

In addition, the Board authorized the following expense with regard to the trimming of trees as outlines below:

- Rear of 5200 Cottingham: 1 Oak, prune and elevate @ \$225
- Front & side of CVC: elevate Oak and reduce 3 crepe myrtles @ \$350
- LM entrance off Stultz: 3 Maples, prune and elevate @ \$500
- LM entrance inner island: 3 Black locusts, prune and elevate @ \$300
- End of Masefield: 2 large Oaks inside wall, prune and elevate @ \$500
- Take out Dogwood at end of Bedlington and stumping @ \$180

Total Expense: \$2055.00

The Board agreed to an E-Mail Vote 7-0, Absent 0. The Board agreed to approve the expenditure 6-0, Absent 1.

There being no further business, Joel Kaplan moved that the meeting be adjourned, and it was seconded by Linda Carter, so the meeting was adjourned at 8:52 p.m.

The Board's next regularly scheduled monthly meeting will be on May9th at Tom Craig's home, 6364 Brampton Court at 7:00 p.m.

Respectfully submitted,

Heather McGhee

Secretary, LMCA