

## LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting January 14, 2009

The monthly LMCA Board Meeting was held on Wednesday, January 14, at the home of Loren Scieurba, 6309 Manchester Way. Members Present: Bruce Wood (President), Loren Scieurba (Vice President), Linda Carter, Bill Gaffney, Joel Kaplan, Delia Riso and Siham Wehbi. Also present were Marty McDonald (Treasurer), and Karen Kovach (Recording Secretary). Absent: Roger Casalengo (Property Manager) Homeowners present: Leah Abrams, Simon Bennett, Bill Evans, and Teresa Kaplan.

Bruce convened the meeting at 7:00 PM.

The minutes of the December 10, 2008 meeting were approved.

**Covenants Committee Report**-No report.

**Financial Report**-Marty reported he has closed out the 2008 books. He reviewed the *LMCA Financial Report* (filed with minutes). The year closes with \$255,774.00 in capital reserves. Reviewing investments, Marty advised that he will be purchasing a CD next month. He also advised the Board that three CDs will expire in 2009: one 5-year (\$36.1K) from Wachovia Bank on July 8, 2009, and two 12-month (\$25K) with ING Direct in September and November. Financial report also included a review of actual expenses versus budgeted expenses and a discussion of anticipated income. Marty reported that LMCA ended the year in the black, with a surplus of \$1,510 in the operations budget to be added to the unrestricted (operations) reserve.

Marty followed the financial report with an overview of *Budget History* (see handout filed with minutes). About 72-percent of operating budget has been spent on buckets 1 and 2 (Contract Expenses and Mandatory Supplies and Services, respectively). Further, he broke out bucket three to report on individual projects costs.

The Board discussed foreclosed properties; Bruce summarized the issue: dues income fell short this past year because of a foreclosed property and the resident's failure to keep current on dues for several months leading up to the foreclosure. Bruce reported that the Board's counsel is taking steps to recover these funds from the resident (former owner) as well as from the company now owning the home. A lien will be filed on the property. As a cushion against a potential shortfall this year, our auditor recommended that the Board establish an Uncollected Debt Reserve. The Board agreed to a set-aside of \$5400.00 for this purpose, which is the amount equal to the annual dues obligations of three defaulting owners.

*Joel Kaplan moved to establish an uncollected debt reserve. Loren Scieurba seconded the motion. Approved 7-0.*

Following discussion on increasing Directors and Officers Liability Coverage from the current \$2 million-dollar policy with a \$2500 deductible to a \$3 million-dollar policy with a \$5000 deductible, the Board voted unanimously in favor:

*Joel Kaplan moved to approve purchase of additional Directors & Officers Liability Coverage to increase limit to \$3 million dollars. Loren Scieurba seconded the motion. Approved 7-0.*

**Property Report**-In the Property Manager's absence, Bruce reported that Roger is focused on obtaining estimates for 2009 projects, including enhanced lighting and berm replanting. He encouraged the Board to start considering plans for berm redesign. He asked Loren and Delia to conduct a survey of residents facing the berm to get their opinions on changing the look and function of the berm. Marty shared that he has been working on a proposal for the berm. Bruce suggested he submit it for consideration along with other proposed plan designs.

**Security**-Karen reported that the decals have been received, and she is starting to mail them out. About one third of residents had not yet responded. Another notice with vehicle parking decal form will be sent out with the January Mews News.

Bill Gaffney reported that an officer with the Fairfax County Police had attended the orientation meeting on January 13 and spoke on how to implement a Watch program. Bill will next schedule a meeting of volunteers to begin organizing assignments.

**New Business**-Bruce presented 2009 Goals and Objectives for Board discussion and approval. The goals and objectives are (1) protect financial integrity of association, (2) approve revisions to governing documents, based on task force recommendations, and obtain community ratification, (3) implement security plan as approved by the Board, and (4) implement landscaping and infrastructure program.

*Delia Riso moved to adopt the 2009 Goals and Objectives. Bill Gaffney seconded the motion. Approved 7-0.*

**Other Business**-There being no further business, the meeting was adjourned at 8:15 p.m. The February 2009 meeting will be held at Delia Riso's, 6269 Chaucer View Circle.

Karen Kovach  
Secretary  
LMCA