

## LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting February 11, 2009

The monthly LMCA Board Meeting was held on Wednesday, February 11, at the home of Delia Riso, 6269 Chaucer View Circle. Members Present: Bruce Wood (President), Linda Carter, Bill Gaffney, Joel Kaplan, Delia Riso and Siham Wehbi. Also present were Marty McDonald (Treasurer), and Karen Kovach (Recording Secretary). Absent: Loren Scieurba (Vice President), Roger Casalengo (Property Manager) Homeowners present: Dick Fiske, Interim Covenants Committee Chairman, committee member Tony Dropp, Leah Abrams, Simon Bennett, Bill Evans, and Brenda Johnson.

Bruce convened the meeting at 7:05 PM.

The minutes of the January 14 meeting were approved.

**Financial Report** - Marty reported he has turned the 2008 records over to the auditor. The audit will be completed by 11 March. Marty received a copy of what the association lawyer sent regarding the foreclosure property and expects that account will be brought up to date. Following the Board's direction, he has established an Uncollected Debt Reserve, setting aside \$5400.00, which is the amount equal to the annual dues obligations of three defaulting owners. The *LMCA Financial Report* is filed with the minutes.

**Property Report** - In the Property Manager's absence, Bruce reported that several wall lights that had been out in the common area have been repaired. Enhanced lighting along the Berm wall, cost not to exceed \$3900.00, had been approved at the May meeting, but was deferred when other unanticipated electrical repair work became necessary. Bruce asked the Board to approve proceeding with this project. Marty recommended getting competing bids from electricians that would combine this project with lighting on Chaucer Lane, which might reduce the cost. Some Board members agreed with Marty's suggestion to obtain estimates for both the berm wall and other electrical work, and the company Michaels and Son was mentioned. Bruce agreed to ask Roger to obtain an estimate for lighting on Chaucer Lane and the Berm wall under one work order and noted that Roger had planned on obtaining other estimates for the balance of electrical work anticipated this year.

**Security Report** - Karen reported that parking decals are being issued. She will contact a few residents who have not yet responded. Bill Gaffney and Joel Kaplan reported on the status of the Neighborhood Watch program. Joel showed a magnetic sign that can be placed on the side of a car, identifying it as patrolling as part of Neighborhood Watch. Bill discussed a pamphlet that he recommended purchasing to distribute to all residents. He is holding a meeting at his home on Saturday.

*Bill Gaffney moved to approve purchase of 200 pamphlets explaining Neighborhood Watch and recommended security measures. Joel Kaplan seconded the motion. Approved 6-0 (1 absent).*

**Covenants Committee Report** - Bruce opened discussion on what action to take relative to the Covenants Committee in light of the chairman's resignation and several years of difficulty in retaining a Covenants Committee chair. Bruce reviewed the steps and changes involved in transitioning from an all-volunteer committee to outsourcing inspections and compensating the committee chair. He advised that Loren, who was absent from the meeting, had expressed his support for outsourcing inspections and compensating the Chairman. It was noted that a committee would still be needed to handle issues that occur during the year and to make enforcement recommendations to the Board. The Committee would continue to be homeowners' point of contact. A number of implementation and administrative issues will need to be worked out, such as maintaining files and historical records. Marty emphasized that in the case of providing an inspection report for a seller package, fast turnaround is essential. Generally, the discussion reemphasized that inspections needed to be carried out regularly and efficiently twice a year with timely follow-up. Dick Fiske has volunteered to serve as interim Chairman. Both Dick and Tony Dropp noted their support for contracting out inspections and for compensating the Chairman at \$500.00 per month. However, Dick also indicated he would not accept compensation at this time. Bruce reported that the LMCA counsel had provided the names of three management companies, which he contacted. Two of the companies contacted would not perform solely inspection services. Only RCS Management would provide an estimate. RCS offered to perform both spring and fall inspections for a cost of \$1,250.00, including mailing of letters to all residents and taking a digital photo annually of every home. Both Marty and Dick mentioned the need to clarify the contract in a few respects prior to its execution. Bruce agreed and stated that these clarifications would be taken up with RCS. Following extensive discussion regarding reconstituting the Covenants Committee, the Board voted:

*Joel Kaplan moved to approve contracting with RCS Management, LLC for spring and fall inspections and to compensate the Covenants Committee Chairman \$500 per month. Bill Gaffney seconded the motion. Approved 6-0 (1 absent).*

**Other Business** - Marty raised the issue of using a substance other than sand on roads. He advised that de-icing products are available that won't leave the streets as messy as does sand. Roger has asked Valley Crest about alternatives, but has not yet received a response. Marty offered to share an article that provides information on de-icers that won't corrode streets; he was asked to give it to Roger.

There being no further business, the meeting was adjourned at 8:45 p.m. The March meeting will be held on Wednesday the 11th , 7 p.m., at Joel Kaplan's, 6309 Chaucer View Circle.

Karen Kovach  
Secretary  
LMCA