

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES  
Board Meeting February 13, 2013

The February 2013 LMCA board Meeting was held on Wednesday February 13, at 6309 Chaucer View Circle. Board members present were: Jerry Putman (President), Charles Cureton (Vice President), Joel Kaplan, Linda Carter and Tom Craig. Absent were Board members Bill Gaffney and Maria Santos. Also present were Roger Casalengo (Property Manager), Chris Dale (Interim Treasurer), Heather McGhee (Secretary), and Bill Evinger (Covenants Chair). Also in attendance were homeowners Kathleen Ryan and Simon Bennett. Jerry declared there was a quorum to have the meeting and he convened the meeting @ 7:05pm.

### **Agenda Approval**

Jerry asked if anyone had any additions to the agenda.

*Joel Kaplan moved to approve the agenda as is. Linda Carter seconded. Approved 5-0. 2 Absent.*

### **Secretary's Report**

Heather asked if everyone had reviewed the minutes from the January meeting. Since Heather was absent, and Maria had taken the notes, there was discussion as to whether Maria had missed anything upon her brief absence from the room. It was then decided that Maria had included all of the necessary items.

*Joel Kaplan moved to approve the January draft minutes, with Maria's notation removed. Tom Craig seconded. Approved 5-0. 2 Absent.*

### **Financial Report**

Chris started by saying that there was \$76,465 in the Suntrust checking account at the end of January. There was discussion on establishing additional CD's but it was decided that it was best to leave the cash liquid.

*Tom Craig moved to leave the \$76,465 checking account intact. Joel seconded. Approved 5-0. 2 Absent.*

Based on the excess income of \$38,161 at the end of December, a discussion was had about moving that money into the Restricted Reserves.

*Joel Kaplan moved to transfer \$38,161 in excess income to the Restricted Reserve. Charles Cureton seconded. Approved 5-0. 2 Absent.*

### **Property Report**

Roger began by saying that he and Chris Dale had welcomed the final 2 residents who were on their list. All in all, they had welcomed over 30 residents with flowers, wine and important info concerning the Landmark Mews community.

Roger then moved on by saying that Tony had gone through the community with 4 large, black construction bags and did a major clean up. He also wanted to remind residents the

importance of making sure that their trash bags are closed and seal properly. Roger then brought up the dog waste situation and reinforced the importance of people picking up after their dog. He then brought up the discussion of the speed bumps throughout the community and how when you are exiting the Mews onto Stulz it's dangerous because you can't see and people are speeding down the road. He continued by saying that Maria had sent a memo to Alexandria City, but had received no response. Kathleen Ryan suggested that maybe a pedestrian crosswalk could be beneficial in slowing people down.

Roger then moved on to discuss the lighting throughout the community, especially the lighting around the mailbox area. Roger was given the OK from the Board to move forward and search for solutions to the lighting issues.

### **Landscape Advisory Committee**

Kathleen Ryan gave a summary as to what was completed in 2012:

- Stevenson Ave/Stulz Road community entry sign area.
- Stevenson Ave./Manchester Way entrance.
- Manchester Park area.
- Removed 3 trees that had fallen/damaged during storms in the community berm area and in alley between Chaucer View Dr. and Chaucer View Circle.
- Assisted in design for fence extension along Landmark Mews Circle.

Kathleen then provided an update as to what was planned for 2013:

Community Beautification:

- Schedule a community Spring clean-up.
- Plant foliage at end of new fence along Landmark Mews Drive.
- Replace shrubs at the end of Masefield Court with flowering perennials.
- Replace and invigorate island plants at Chaucer View Lane and Chaucer View Circle.

Community Berm Green Space:

- Working with Valley Crest landscape designer on a phased design to remove stumps and shrubs and return some of the large beds back to easily maintained grass.
- Also incorporating plans for succession trees to ensure rejuvenation and long term sustainment

### **Covenants**

Bill Evinger passed out the request for modification report and said that he expected an appeal at the March meeting based on one of the requests.

*Tom Craig moved that the Covenants Committee review the Architectural Standards prior to the 2013 Annual Meeting. Joel Kaplan seconded. 5-0. 2 Absent.*

### **Presidents Report**

Jerry stated that with Chris's pending resignation in April, steps needed to be taken to ensure that the community had a Treasurer. He continued by saying that he had been in discussions with two professional companies and Select Community Services seemed to

be the best fit for the needs of LMCA. They would offer financial services only for \$10,200 per year. Jerry then recruited Tom Craig, Charles Cureton, and Chris Dale to accompany him to a meeting with Select Community Services on Saturday, February 16<sup>th</sup> in order to discuss exactly what services they would offer, and how the partnership would work.

### **Other Business**

As policy is not discussed in executive session, Jerry closed discussion and the Board entered executive session

*Tom Craig moved to enter Executive Session, and it was seconded by Jerry Putman. Approved 5-0. 2 Absent.*

At the conclusion of the executive session, the Board reconvened in public session, as required by the Property Owner's Association Act.

*Tom Craig moved to suspend the fine of a homeowner with Covenants violations until an in person meeting can be set up with the homeowner and a rep from the Board. Seconded by Linda Carter. Approved 5-0. 2 Absent.*

*There being no further business, Joel Kaplan moved that the meeting be adjourned, and it was seconded by Tom Craig. Approved 5-0, Absent 2, so the meeting was adjourned at 9:10 PM.*

The Board's next regularly scheduled monthly meeting will be on March 13th at Charles Cureton's home, 6303 Chaucer View Circle at 7:00 p.m.

Respectfully submitted,  
Heather McGhee