

## LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting May 13, 2009

The May LMCA board Meeting was held on Wednesday, May 13, at the home of Bruce Wood, 6362 Brampton Court. Members Present: Bruce Wood (President), Loren Sciorba (Vice President), Bill Gaffney, Linda Carter, Joel Kaplan, and Siham Wehbi. Absent: Delia Riso. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), Dick Fiske (Interim Covenants Committee Chair) and Karen Kovach (Recording Secretary). Homeowners present: Simon Bennett, Bill Evans, and Leah Abrams.

Bruce convened the meeting at 7:00 p.m.

The minutes of the April 8, 2009 meeting were approved.

**Financial Report** - Marty summarized transactions for April and reported that income and expenditures remained stable and no residents are in dues arrears. Some expenditures have been made on Board-approved projects. If interest rates on certificates of deposit have not improved when the CDs reach their renewal dates, Marty will renew them for only one year. (For Actual Expenses vs. Budget, Balance Sheet, LMCA Financial Report, and LMCA Investment and Savings, as of April 30, 2009, see attachments filed with minutes.)

**Property Report** - Roger explained he is conducting a pole-light test, using energy-saving bulbs that do not need a ballast. He suggested the Board may want to consider as the current ballasts fail, replacing lights with the energy saving bulbs. Bruce distributed printouts of "Project Requests May 2009" that had been emailed on May 12, 2009. Bruce advised that any necessary maintenance would take priority over the projects on the list and suggested the Board review project expenditures again around September. Joel asked Roger to give Board members the chance to see on site, prior to meetings, the projects that will be discussed at the Board meeting; Roger agreed. Regarding lighting project, Landmark Mews currently has plastic conduit, however, metal is recommended. Roger will investigate whether or not the plastic conduit already on hand can be used. The estimate includes materials, but the estimate will need to be broken out to show labor and materials. Bruce recommended that the Board accept Alfredo's bid on the electrical project without condition.

*Joel Kaplan moved that the Board accept the list of proposed projects. Loren Sciorba seconded the motion. Approved 6-0. (Delia Riso absent).*

Bruce noted that replacement of the landscape timbers will cost more than originally approved by the Board because far more timbers were rotten than initially thought. Virtually all of the timbers were rotten and needed replacement. Total cost of the timber replacement is \$7,700, about \$1,000 more than originally estimated.

Loren advised Roger that the dead-end sign on Stevenson Avenue is obscured by trees. Roger will ensure that it's cleared. The area along the fence near the stop sign at Stultz Road will be cleared in time for the annual Rolling Thunder social.

**Neighborhood Watch** - Bill reported that the watch informational pamphlets had been distributed and additional signs have been ordered for watch members' cars. Block Captains have been appointed for streets as follows:

Jim Beans and Chris Thompson for Manchester Way and Brampton Court Jim Brosky and Marsha Johnson for Masefield Ct and Bedlington Terrace Lloyd Muller and James Amos for Chaucer Lane and Cottingham Place Joel Kaplan and Leah Abrams for Chaucer View Circle.

## **New Business**

Landscape Advisory Committee: Bruce initiated a discussion about establishing a Landscape Advisory Committee. The purpose of the Committee would be to (1) produce a baseline review of the Mews landscape to result in recommendations to the Board and (2) to advise the Board and Property Manager on an on-going basis. Bruce explained that he envisions a structured committee, having a committee chair and expectations clearly set out by the Board. Loren emphasized that the committee should not become another layer of bureaucracy, but remain strictly advisory. Board members expressed agreement.

Financial: Marty suggested that new Board members review the budget history document that is posted on the website. Since he uses this historical record on which to base estimates of future expenses, it will provide Board members a frame of reference and better understanding of the budget.

Trash: A new contract will soon be needed. AAA has been advised that the contract will be bid. AAA has expressed that they want to keep Landmark Mews as a customer and will make an effort to outbid competitors.

Governing Documents: Bruce expressed his interest in amending the governing documents, review of which was completed in 2007 by a task force composed of Bruce, Loren, Tim Foster, and Paul Edgell. The procedure requires ratification by 100 of 148 owners. Bruce is going through the documents and has obtained the advice of counsel. He asked the Board to begin thinking about the issue.

## **Covenants Committee Report**

Dick Fiske (Interim Covenants Committee Chair) reported that the inspections are completed. He has looked at the inspection reports compiled by RCS. He found some systemic issues and only a couple of substantive issues; therefore, they are going through the reports again. When finished, the reports will be mailed out. Homeowners will receive letters that distinguish between advisory and required repairs.

Dick reported that some homeowners have been advised of violations of the Architectural Standards, and these cases needed to be brought to the Board's attention.

*Loren Sciurba moved to enter executive session. Joel Kaplan seconded the motion. Approved 6-0. (Delia Riso absent).*

At the conclusion of the executive session, the Board reconvened in public session, as required by the Property Owner's Association Act. No votes were taken.

There being no further business, the meeting was adjourned at 9:05 p.m.

Karen Kovach  
Secretary