

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES
Board Meeting December 15, 2010

The December LMCA board Meeting was held on Wednesday, December 15th, at the home of Bill Menzies, 6313 Chaucer Lane. Members Present: Loren Scieurba (President), Delia Riso (Vice President), Joel Kaplan, Linda Carter, Bill Menzies, and Dan Aminoff. Also present were Marty McDonald (Treasurer), Bill Evinger, (Covenants Chair), Roger Casalengo (Property Manager), and Heather McGhee (Secretary). Homeowners present: Simon Bennett, Noreen Hagerty-Ford, and Bill Evans. Absent was Bill Gaffney. Loren convened the meeting at 7:05 p.m.

Secretary's Report

Heather reported that she hoped to have an updated 2011 directory ready for distribution by the end of January. Loren asked that upon completion of the directory she also work on updating the vehicle decal list because it has gotten out of date. Heather asked if everyone had gone over the minutes and also asked if anyone knew which Bill had asked about the credit union at the November meeting. It was noted that it was Bill Evinger, and she will make the change to the final minutes before posting on the website.

Dan Aminoff moved to approve the draft minutes. Delia Riso seconded. Approved 6-0, Absent 1

President's Report

Loren reported that the license agreement on the fence had been drafted and sent to the Fosters. He also said that the garage sale survey deadline had come and passed off the surveys received from Heather to Noreen so that she can tabulate and report back at the next board meeting. He also asked that Board members fill out the sign-up sheet for hosting the meetings in 2011.

Financial Report

Marty McDonald started by reporting that he had opened a new account at VA Commerce Bank which was valued at \$25,000 and that one of the ING CD's had rolled over. He continued by saying that it appears as if Landmark Mews will come in under budget in all areas for the year of 2010. He then moved on to discuss the possibility of changing the current policy that any unspent funds of the current year's income be shifted to the un-restricted reserve. The current policy places no limit as to the amount of funds that should be accumulated in un-restricted reserves and Marty recommended the Board consider putting a cap of 80% on the next years operating budget that is maintained in the un-restricted reserve report. Marty said that by setting the cap at 80%, the financial analysis done during the reserve study will look better. Delia asked who it looked good for, and also why we should do it when we're paying the company doing the reserve study to tell us how we should proceed. Joel suggested letting the experts make the decision and to wait until the recommendation given after the reserve study. Loren agreed and said that since both the restricted reserves and the un-restricted reserves are healthy, there is no harm in waiting until after the reserve study to make the decision.

Marty then moved on to discuss the draft of the letter he put together to be sent out to potential companies who could potentially conduct the reserve study. He said he has 12 possible contractors and emphasized that Landmark Mews is in need of a company which has engineering expertise so that they are knowledgeable of the best ways to maintain the community's streets, sidewalks and walls. Loren asked if there were any objections to

Marty sending out the letter as is, there weren't, so Marty can send the letter out and begin the bidding process.

Property Report

Roger began by saying that he had renewed the snow contract with Valley Crest because they did such an excellent job last year. He explained that they charge by the hour, and that there is a 2 hour minimum charge. Roger also said that Valley Crest had actually lowered their hourly price by about \$5 from last year. Bill Evans asked if it was possible for Valley Crest to ever use a front loading machine and Delia added that she would like the President and Property Manager to have the option of asking Valley Crest to use the more expensive equipment if a situation presented itself. Loren agreed and said he is definitely in favor of paying more in order to get rid of more snow. Roger then went on to say that he was also pleased with Valley Crest's leave removal and finished by asking that the Board work together to assist him in coming up with a project list for 2011.

Covenants Committee

Bill Evinger passed out the request for modification form and said that it is up to date and there are currently no requests pending. He also asked that the Board approve Richard Fiske to a new 2 year term on the Covenants Committee as well as to approve the remaining roster of himself, Mecky Putman, and Simon Bennett. He then reported that he is still looking for a company to handle the inspections.

Joel Kaplan moved to appoint Richard Fiske to a two year term on the Covenants Committee and to approve the roster as stated by Bill Evinger. Approved 6-0, Absent 1

Other Business

Noreen asked whether parking should be discussed again and Loren asked whether anyone had changed their mind about the parking policy since the last meeting, and the answer was that no one had, so he didn't see a point to discuss again. Roger stated that everyone seems to be complying with the current policy.

Dan updated the Board on the digitizing of the archives and said that the storage unit had been cleared out and that the digitizing would start this week. The total estimated cost for digitizing all the current documents would be between \$500-\$800.

Executive Session

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

Delia Riso moved to enter executive session. Joel Kaplan seconded the motion. Approved 6-0, Absent 1

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

There being no further business, Dan Aminoff moved that the meeting be adjourned, and it was seconded by Delia Riso so the meeting was adjourned at 8:33 p.m.

The Board's next meeting will be Wednesday January 12, at Dan Aminoff's home, 6360 Brampton Court, beginning at 7:00 p.m.

Respectfully submitted,
Heather McGhee

Secretary, LMCA