

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting October 15, 2009

President Bruce Wood called the annual homeowner's association meeting to order at 8:00 p.m. at the Samuel Tucker Elementary School, Cameron Station. Other Board members attending: Loren Scieurba (Vice President), Linda Carter, Bill Gaffney, Joel Kaplan, Delia Riso, and Siham Wehbi. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), Dick Fiske (Interim Covenants Committee Chair) Karen Kovach (Recording Secretary), and Estella Laguna, LMCA webmaster. Approximately 50 homeowners were in attendance.

President's Report: Bruce Wood opened the meeting with a report on the status of the 2009 Goals and Objectives. Following an outline that he had distributed to attendees (see handout filed with minutes), Bruce reviewed the goals and objectives that had been accomplished throughout the year. He discussed major infrastructure work and other expenditures, including work on re-mortar of the wall and advised continued maintenance to prevent having to replace entire sections of the wall, which would be a major expense. The operational reserve is in good shape, and the interest earned has been set aside each year since 2005. The Board has taken aggressive action to build up the reserve to \$150,000.00. He emphasized that the Association's finances are sound and that a dues increase had not been considered.

Bruce reported on the task force's effort to review the governing documents, which need updating. The attorney has looked at them, but the Board has not had the time yet to continue the review and the subsequent steps required to ratify changes. Currently, ratification requires a two-thirds majority. The attorney has explained that this requirement is no longer necessary in that it was established 25 years ago in the interest of the developer. The next Board might decide to follow up. The new Board could also address policies regarding right of appeal by homeowners on adverse Covenants Committee actions.

The President's Report also covered steps the Board has taken to implement a security plan. A vehicle decal program was established, and also a neighborhood watch program. Enhanced lighting has been installed. An outstanding issue is installation of security cameras. This has been researched with two vendors, but neither responded with a quote. Bruce suggested that next year's Board pursue this security measure. The estimate received for enclosing the wall was about \$45K. Estimates are needed on electronic gate keys. Bruce explained that while no single measure is completely satisfactory, the goal is to provide layers of security.

Almost all of the landscape projects on the 2009 list have been completed. On Stevenson Ave: replanting, replacing rotted landscape timbers; within the Mews: enhancing lighting, some alleyway maintenance, and removal of dead trees. Remaining projects: laying fresh stone in three alleys; removing dead or dying trees on Bern (all are at the end of normal lifespan). If the funds remaining at the end of the year are insufficient to accomplish this work it will be deferred to 2010.

Covenants: Bruce addressed the contract with RCS for the spring and fall inspections and thanked Dick Fiske for serving as the interim Covenants Committee Chair during the transition

to RCS management. Hiring a professional company to conduct the inspections was recommended by a Covenants Process Review Committee in 2005. The RCS contract has been renewed and RCS will take over issuing the property packets. This is primarily because of new requirements in the Virginia Property Owners Association Act. Contact info for realtors and homeowners will be widely publicized in the coming weeks.

The trash contract has been renewed. Bruce stated that AAA clearly values LMCA business as they provided an exceptionally good deal and did not increase dues in January, as they had the right to do. The Board also saved the Association over \$1600.00 by renewing early.

Other actions: This year the Board took action to establish goals and Board oversight of the Neighborhood Watch program. The Board approved two other resolutions this year: 1) a rule and due process giving the Board broader authority to enforce the governing documents and 2) creation of a landscape advisory committee, reporting to the Property Manager, to develop a baseline review of landscaping needs. Bruce also reported on the results of the residents' survey, saying that 80 out of 148 owners responded. The survey and the Board's responses are on the website.

Treasurer's Report: Marty described his report as informing homeowners on "how much we have and where it is." (See Treasurer's Report, which includes LMCA Investments and Saving Sept 30, 2009; LMCA Actual Expenses vs. budget Oct 15, 2009; and LMCA 2010 Budget. He reported on certificate of deposit investments, acknowledging that interest rates are very low. His most recent purchase was for \$25K at 2.1% for 12 months. Marty explained that the rates reflected in the report are for business CDs—which are not the same rates as for personal CDs. He pointed out the need to have some liquidity to cover expenses, which the ING savings account provides. Other accounts are with Wachovia, PNC, and E-Trade. Since FDIC insures a maximum of \$250K, he keeps the multiple accounts in case any one account goes over that limit. Marty reviewed the budget categories, covering current and anticipated expenses to the end of this calendar year. He did not attempt to estimate what snow removal costs might be, but rather cautioned to anticipate that this expense could be high and plan accordingly. He reported that the Operating Budget is planned on expected income of \$213K and is currently \$35K under budget.

Bruce opened the meeting to questions. Several attendees expressed their appreciation for the Board members' service. Dick Fiske related comments from RCS inspectors that they are impressed with Landmark Mews and homeowners who mostly have responded to notices of needed maintenance or issues of noncompliance with covenants. Roger Casalengo (Property Manager) told of being invited to attend an Overlook landscape committee meeting where he was asked his advice on how the Overlook could acquire the same beautiful landscaping as Landmark Mews.

Election Results: Loren Scieurba, 60 votes; Dan Aminoff, 57 votes; Bill Menzies, 35 votes; Bill Evens, 32 votes.

Concluding Remarks: Bruce thanked the Covenants Committee: Interim Chairman Dick Fiske and Tony Dropp and Martha Naismith for their assistance. He commended the social committee for the fine events they sponsored this year as well as thanking recent and past members for their

support. Thanks to Linda Childs (new Chair), Estella Laguna and Michele Dropp (past co-Chairs), Julie Kind, Brenda Johnson, Serap Fern, Terri Jackson, Nancie Williams, Bea Taylor, and Eve Holtzman. He thanked Neighborhood Watch coordinator Joel Kaplan for leading the program and Watch participants Lloyd Muller, Chris Thompson, Lea Abrams, Marty McDonald and General Al Gray. Bruce thanked Grace Hughes for chairing the election committee and members Paul Littman, Bill Fowler and Serap Fern for their services. Bruce thanked Linda Childs, Estella Laguna, and Simon Bennett for volunteering to serve on the Landscape Advisory Committee. He announced that Estella Laguna is stepping down as webmaster and expressed his, and the communities, appreciation for all her hard work in establishing and maintaining the website as well as providing passwords to residents. Bruce also expressed his appreciation to his colleagues on the board: Loren Sciurba, Delia Riso, Bill Gaffney, Joel Kaplan, Linda Carter, and Siham Wehbi for their support during his tenure as Board President. A special thanks went to Property Manager Roger Casalengo, Treasurer Marty McDonald, and Secretary Karen Kovach for their support and performance of duties. Finally, he welcomed the new secretary, Heather McGhee, who assumes the secretary position at the November Board meeting.

The meeting adjourned at 9:15. Linda Carter announced that as Bruce was stepping down from the Board, attendees were invited to stay for refreshments and socializing in honor of Bruce and his 5-years service on the LMCA Board of Directors.

Karen Kovach
Secretary, LMCA