

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES  
Board Meeting March 13, 2013

The March 2013 LMCA board Meeting was held on Wednesday March 13, at 6303 Chaucer View Circle. Board members present were: Jerry Putman (President), Charles Cureton (Vice President), Joel Kaplan, Linda Carter, Bill Gaffney, Maria Santos and Tom Craig. Also present were Roger Casalengo (Property Manager), Chris Dale (Interim Treasurer), Heather McGhee (Secretary), and Bill Evinger (Covenants Chair). Also in attendance were homeowners Tim and Annie Foster. Jerry convened the meeting @ 7:08pm.

Jerry asked if anyone had any objections to amending the agenda so that the Covenants issue having to deal with the Fosters' request could be discussed first. He then asked Bill Evinger to give more background on why the Fosters' request had been denied by the Covenants committee. Bill Evinger then went over the thought process of the Covenants Committee in regards to the Fosters request to enlarge their current double hung kitchen window and replace them with a picture window.

- The windows do not met the Architectural Standards currently in force.
- The prairie grid does not complement the style of Mews architecture.
- The logical extension of some storm doors having the prairie grid design to windows is not valid.
- The window in question is visible above the privacy fence and would create a visual dissonance for the neighborhood.
- There are instances where the picture windows in dining rooms on some end units have a large single pane of glass flanked by two sidelights with the grids. The sidelights with the grids compliment the architectural style of the homes, as does the overall design of the window.
- The reference to only the front windows requiring grids, the Architectural Standards state the front windows must have grids of an approved color, not that only the front windows must have grids.

Bill Gaffney stated that he didn't see anything that would be objectionable after taking a look in person and Bill Evinger said that the main issue was that five members of the Covenants Committee felt that they didn't have the authority to approve the new window.

*Jerry Putman moved to approve the Fosters request to enlarge their current double hung kitchen windows and replace them with a picture window. Joel Kaplan seconded. Approved 7-0. 0 Absent.*

### **Secretary's Report**

Heather asked if everyone had reviewed the minutes from the February meeting as well as the minutes from the special meeting that took place on February 21<sup>st</sup>

*Tom Craig moved to approve the February draft minutes. Bill Gaffney seconded. Approved 7-0. 0 Absent.*

*Linda Carter moved to approve the February 21<sup>st</sup> draft minutes. Maria Santos seconded. Approved 7-0. 0 Absent.*

Heather then reminded everyone that there were still several months where no one had volunteered to host the Board meeting. Several people then offered their homes and the locations were set for the remainder of 2013.

### **Financial Report**

Chris started by saying that both a \$40,000 CD and a \$20,000 CD from Washington First Bank would mature on March 15<sup>th</sup>. Jerry suggested placing the money from the CD's into the checking account pending the transfer of funds to SCS.

*Bill Gaffney moved to approve the transfer of the maturation of the \$40,000 and \$20,000 CD's into the checking account. Linda Carter seconded. Approved 7-0. 0 Absent.*

Chris then moved on and said that Landmark Mews had recently received an insurance refund of almost \$2,000.

### **Property Report**

Roger began by saying that in regards to the lighting proposals, he was still waiting to hear back from two companies with their bids. Roger stated that his main goal was to increase the lighting around the walkways and streets.

Next the issue of possibly having a cross walk installed @ Stultz and Chaucer Lane was discussed.

*Charles Cureton moved that a letter from the President of the LMCA be put together and mailed requesting and explaining the advantages of having the crosswalk @ Stultz and Chaucer Lane. Linda Carter seconded. Approved 7-0. 0 Absent.*

Roger then updated everyone on the status of the helping to improve the pet waste issue throughout the community. He emphasized that it seemed like most of the issue was actually being caused by those in neighboring communities who don't actually live in LMCA. He continued by saying that he had spoken with the property manager of the Watergate and that their pet committee will publish a flyer with a reminder to please pick up their pet waste both in and around their community.

Next Roger once again reminded residents the importance of doing their best to seal and contain their trash as to prevent the animals from getting in it, and also to prevent the bags from blowing open.

Roger then moved on to discuss some security measures and stated that he had spoken with 2 contractors (Gate Logic & Arlington Fence) who will provide proposals for locks on the gates throughout the community.

Next the topic of replacing the mailboxes came up and on account of the cost there was discussion on prioritizing the lighting project over the mailboxes.

*Charles Cureton moved to defer the replacement of the mailboxes until after the lighting project had been completed. Tom Craig seconded. Approved 7-0. 0 Absent.*

In Kathleen Ryan's absence, Roger updated the Board on her suggested dates for the community wide spring cleanup, which were April 6<sup>th</sup> or April 13<sup>th</sup>. It was decided that April 13<sup>th</sup> would be the official spring cleanup date.

## **Other Business**

Chris said that several new pictures of the community and its homes had been posted to the website, with more to come. Jerry suggested that some reorganization of the site should be done to help it flow better and Tom Craig agreed.

Jerry then brought up discussion on the Mews News newsletter and how it should be distributed since invoices for the resident's homeowner dues would no longer be mailed out. Was it necessary to continue to send homeowners the hard copy, or would simply posting it on the website and emailing it out suffice? It was decided that Jerry and Roger would work together to come up with a message to homeowners asking them of their preference for the Mews News distribution.

## **Covenants Committee**

Bill Evinger began by saying that the first meeting of the Architectural Standards Committee would take place on Tuesday, March 19<sup>th</sup>. He then said that the spring inspections would take place starting in late March and should be completed by early April, with the letters going out in in early May. Bill then reminded everyone of the new Covenants email address, [Covenants4LMCA@cox.net](mailto:Covenants4LMCA@cox.net).

## **Presidents Report**

Jerry stated that there was currently \$37, 410 in the Restricted Reserve and \$271,000 in the Unrestricted Reserve. He suggested moving \$75,000 from the Unrestricted Reserve to the Restricted Reserve.

*Charles Cureton moved to transfer \$75,000 from the Unrestricted Reserve into the Restricted Reserve. Joel Kaplan seconded. Approved 7-0. 0 Absent.*

So that it was documented that the funds had actually be transferred it was suggested that a report of the action be given at the April meeting.

*Charles Cureton moved that a report be given at the April meeting documenting the transfer of the \$75,000 from Unrestricted to Restricted reserve. Seconded by Linda Carter. Approved 7-0. 0 Absent.*

Jerry then brought up the Book of Resolutions and how items are recorded. He asked Heather to explain the process and she replied that basically anything that is voted on in a Board meeting is recorded in the Book of Resolutions. It was suggested that the Board be more specific in the motions that are made and that it would also be beneficial for the Board to go over and review the Book of Resolutions on a more regular basis.

Next the topic of the Neighborhood Watch program was discussed. Because of the Travon Martin case, many communities have been doing away with their neighborhood watch programs on account of liability issues. This was also suggested by the SCS Management Company.

*Charles Cureton moved to rescind the Neighborhood Watch charter. Seconded by Maria Santos. Approved 7-0. 0 Absent.*

Next the topic of the Covenants Committee's PO Box was brought up.

*Charles Cureton moved to approve Bill Evinger opening a new PO Box for the Covenants Committee. Seconded by Maria Santos. Approved 7-0. 0 Absent.*

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 Joel Kaplan. Approved 7-0. 0 Absent.*

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, Jerry Putman moved that the meeting be adjourned, and it was seconded by Tom Craig. Approved 7-0, Absent 0, so the meeting was adjourned at 9:40 PM.*

The Board's next regularly scheduled monthly meeting will be on April 10th at Kathleen Ryan's home, 6287 Chaucer View Circle at 7:00 p.m.

Respectfully submitted,  
Heather McGhee