

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting

November 13, 2013

6325 Manchester Way, 7:00 PM

Board Members in Attendance

Jerry Putman (President)

Charles Cureton (Vice President, arrived @ 7:35)

Linda Carter

Joel Kaplan

Bill Gaffney

Officers in Attendance

Roger Casalengo (Prop. Manager)

Heather McGhee (Secretary)

Homeowners in Attendance

Chris Dale, Simon Bennett, Bill Evinger, Paul & Bonnie Littman, Tim & Annie Foster, Vicky Gaston

Please note: All motions below are shown in quotes, followed by the Board Member who made the motion, the Board member who seconded the motion and the vote result all in parentheses.

Call to Order

Noting the presence of a quorum, Mr. Putman call the meeting to order @ 7:02 PM

Approval of the Agenda

“I move to approve the agenda as presented.” (Jerry Putman, Joel Kaplan, **Approved** unanimously)

Approval of Minutes

“I move to approve the minutes as presented.” (Jerry Putman, Linda Carter, **Approved** unanimously)

Multiple Bids Clarification

After much discussion about the wording of the Board Decision from the October meeting concerning the process for obtaining multiple bids on project work, it was decided to amend the motion as noted in the Board Decisions section at the end of these minutes.

Covenants Committee

Bill Evinger passed around a document highlighting the results of the annual election of Covenants Committee officers.

- Chair - William Evinger
- Vice Chair – Richard Fiske
- Secretary – Mecky Putman

Evinger then asked the Board to confirm the following members of the Covenants Committee for a 2 year term.

- William Evinger
- Richard Fiske

- Mecky Putman
- Simon Bennett
- Michael Davids
- Suzann Evinger

Evinger then moved on and stated that there was only one additional modification request since the October meeting.

Property Manager Report

Roger Casalengo started by discussing the two trees, one of which that had been struck by lightning, that needed to come down. The cost for their removal could run as high as \$15,000. He continued by saying that five different arborists would be coming out to give their estimates on the cost of the tree removal and that because of the location of the trees, there could be some confusion as to whether they fell under Overlook's responsibility or LMCA's. To clarify the property lines, the possibility of placing permanent property markers in place of the current wooden stakes was discussed. Casalengo then brought up the tree near Lou Wagner's home which needed to be clipped.

Next Casalengo moved on to update everyone on the status of the mailbox improvement project. He would have 3 bids for mailbox replacement and installation prior to the February 2014 Board meeting.

He then stated that leaf pick up throughout the community was scheduled for Thursday, November 14th and that electrical work had been done on the lights at the end of Masefield where all the fluorescent lights that he been out were now fixed. Also in regards to the lighting issues throughout the community, he suggested that one easy fix for brightening up the streets would be if the residents kept their porch lights on. He explained that there was a sensor that residents could place on their current porch lights so that they were automatically scheduled to come on at dusk, and turn off at sunrise. Also in regards to lighting, Joel Kaplan brought up his concerns about the lack of lights on The Berm and asked all the Board members to walk the Berm at night prior to the next Board meeting so that options could be discussed

Lastly Casalengo stated that everyone in the community had been welcomed and that email addresses for everyone had also been collected.

Management Report

➤ **Parking Policy**

- Paul Littman brought up the possibility of changing the regulations for parking in the visitor lot from 8:00 PM – 10:00 AM, to 6:30 PM – 10:00 AM, especially during the winter season and taking into consideration DST. He stated that he felt as if the lots weren't being utilized to their full potential and it seemed to be a waste to have so many empty parking spots sitting unused. Bonnie Littman than stated that as a real estate agent having guest parking is definitely important to potential buyers, but that it wasn't necessarily a major selling point based on her experience. Both Casalengo and Tim Foster stated their opposition to changing the parking times as they felt that the policy had been discussed several times and that

the current system was the best one. They also brought up the issue of the difficulty of enforcing the parking policy. Joel Kaplan asked how enforcement would change if the allotted times were adjusted. Vicky Gaston and Charles Cureton both stated that they had no issue with the current policy and didn't see the need for a change.

- **September Financial Report**
 - Jerry Putman passed out the September Financial Statement and said that LMCA was in excellent financial shape.
- **2014 Final Proposed Budget**
 - Putman noted that the only adjustment to the budget was the additional cost of the new auditor.
- **Insurance**
 - Putman passed out a document showing the comparison between LMCA's current Traveler's Insurance policy and other possible options. After discussion, it was decided that Putman would distribute the final documents to the Board before a final decision was made, but his recommendation would be to go with the recommendation of SCS and B&B/Erie's policy.
- **BOD Election**
 - For personal reasons, Putman stated that he might have to step down as President and wanted to give the Board proper notice so that they could begin thinking about possible options to elect a new President. On account of the fact that it wasn't yet known exactly whether Putman would be able to remain President, or how much time and effort he might be able to contribute to the office, it was decided to hold off until the December meeting, when more details were known, before proceeding with a replacement.

Executive Session

An executive session was held from 8:52 – 9:10 for the purpose of discussing a Covenants issue.

"I move to enter executive session." (Jerry Putman, Charles Cureton, **Approved** unanimously)

"I move to exit executive session." (Jerry Putman, Charles Cureton, **Approved** unanimously)

Other Business

Jerry and the rest of the Board extended a welcome to Vicky Gaston who will begin serving as a Board member in January 2014.

Board Decisions

"I move to amend the previous vote taken at the October meeting in regards to the Property Manager obtaining multiple bids to read, "I move that the Property Manager brings projects to the Board and that the Board will then decide which jobs require multiple bids." (Joel Kaplan, Bill Gaffney, **Approved** unanimously)

“I move to approve the 2 year terms, 2014-15, of the members of the Covenants Committee.” (Jerry Putman, Bill Gaffney, **Approved** unanimously)

“I move to approve the current request to modify list.” (Jerry Putman, Bill Gaffney, **Approved** unanimously)

“I move to leave the current Landmark Mews visitor parking policy as is.” (Charles Cureton, Linda Carter, 1 Abstain, **Approved**)

“I move to approve the \$150 monthly assessment with the changes discussed.” (Jerry Putman, Charles Cureton, **Approved** unanimously)

“I move that the resident discussed in Executive Session has until the end of November to resolve the Covenants issue.” (Jerry Putman, Charles Cureton, **Approved** unanimously)

Next Meeting

The next scheduled Board Meeting will be at 7:00 PM on December 11th at Charles Cureton’s home, 6303 Chaucer View Circle.

Adjournment

The Board agreed by **Unanimous Consent** to adjourn the meeting @ 9:15PM.

Heather McGhee
Secretary

Jerry Putman
President