

LANDMARK MEWS COMMUNITY ASSOCIATION

Board Meeting

August 13, 2014

6364 Brampton Court

7:00 p.m.

Board Members in Attendance

Jerry Putman (President)

Charles Cureton (Vice President)(Arrived after approval of the agenda and minutes)

Bill Gaffney

Tom Craig

Joel Kaplan

Linda Carter

Vicky Gaston

Officers in Attendance

Roger Casalengo (Property Manager)

Bill Evinger (Chair, Covenants Committee)

Heather McGhee (Secretary)

Homeowners in Attendance

Chris Dale, Simon Bennet

Call to Order

Noting the presence of a quorum, Mr Putman called the meeting to order at 7: 00p.m. This was seconded by Tom Craig.

Approval of the Agenda

"I move to approve the agenda, with a slight adjustment as to the order of proceedings".

(Jerry Putman, Joel Kaplan, **Approved 6-0, 1 Absent**)

Approval of Minutes

"I move to approve the minutes as presented". (Jerry Putman, Tom Craig, **Approved 6-0, 1**

Absent)

Valley Crest Landscaping and Snow Removal Proposal

Representatives from Valley Crest were on hand and presented a detailed proposal on community beautification as well as an updated snow removal contract.

➤ **Monument Sign 1 (\$3,391.20)**

- Removal of the two white pines located behind the Monument sign at the corner of Stevenson. The stumps will also be grinded to allow for planting of new trees and all resulting debris will be removed off site.
- Installation of 3 large crape myrtles behind the monument sign at the corner of Stevenson to provide privacy for nearby homes as well as to add another layer of color to enhance the curb appeal of the community's entrance

- **Triangle @ Chaucer View Circle (\$8,509.00)**
 - Removal of all plant material in the island bed. The hydrangea and lirioppe will be transplanted and used in other location of the bed. All resulting debris will be disposed offsite and several new plants will be planted and a dry creek bed feature will be added to provide aesthetic appeal. To save money, it is recommended to do this around the time of the spring mulching.
- **Monument Feature 2 Option 1 (\$943.80)**
 - Installation of rudbeckia and roso drift rose, as well as the removal of the grass on the corners to extend the beds allowing for additional perennial color to be added. All debris will be removed.
- **Monument Feature 2 Option 2 (\$555.13)**
 - Installation of spirea and removal of the grass on the corners to extend the beds allowing for additional perennial color to be added. All debris will be removed.

Covenants

Bill Evinger passed out the updated request to modify list. He then said that after the September 11th deadline for home improvements had passed, the Covenants Committee would gather to re-check the homes. At that time Bill will follow up with the homeowners to go over items that still need to be addressed.

Bill then reported that he had received copies of all leases for the renters in LMCA, except for one.

Property Managers Report

Roger Casalengo reported that the screws on the mailboxes had been treated with a rust proof spray as to prevent them from rusting in the future. He stated that Alfredo had begun work on the walkways and that the work would probably continue for another 3 weeks. Additionally he said that he would be contacting homeowners who had trees in their front yards which had been recommended to be pruned and/or shaped. If homeowners choose to have this work done, they will be responsible for the cost.

Presidents Report

Jerry reported that based on the June 2014 financial report LMCA is in good shape except for not operating on a surplus for the year. He emphasized the importance of long term planning to prevent this from happening in the future.

He then moved on to discuss the 2015 budget, specifically the maintenance needed on the roads and curbs, as well as increasing the snow removal budget.

Next Jerry updated the board on the interactions with the new auditor. There are still several requested items that he is working with SCS to retrieve as requested by the auditor.

Jerry then brought up the upcoming Board election. He announced that James Beans was the new Election Committee chair and relayed the below timeline:

- September 8th – Petitions of Candidacy sent to the community

- September 22nd- Petitions of Candidacy due to Chairman James Beans
- September 25th- Memo on voting procedures mailed to community homeowners which will contain:
 - Ballot
 - Biographical info on each candidate
 - Small white envelope stamped “Ballot” to insert the marked ballot into
 - White, pre-addressed USPS stamped envelope to insert small white Ballot envelope
- October 16th- Annual Meeting and Election

Lastly Jerry asked Charles Cureton to put together a “2014 Year in Review/2015 Looking Ahead” presentation to be given at the Annual Meeting while the votes are being counted. Charles will present a draft of the presentation to the Board at the September meeting.

Executive Session

An executive session was held from 8:45 – 9:05 for the purpose of discussing a homeowner situation.

“I move to enter executive session.” (Jerry Putman, Tom Craig, **Approved 7-0**)

“I move to exit executive session.” (Jerry Putman, Linda Carter, **Approved 7-0**)

Board Decisions

“I move to approve Valley Crest’s landscaping proposal for Monument Sign 1 (\$3,391.20), Triangle @ Chaucer View Circle (\$8,509.00), and Monument Feature 2 Option 2 (\$555.13) for a total cost of \$12,455.33 in calendar year 2015.” (Linda Carter, Charles Cureton, **Approved 7-0**)

“I move to approve Valley Crest’s standard plowing and ice management services contract for 2015.” (Jerry Putman, Bill Gaffney, **Approved 7-0**)

“I move to approve the increase of the snow removal budget in 2015 from \$4,000 to \$11,000.” (Jerry Putman, Joel Kaplan, **Approved 7-0**)

“I move that we budget for the repair work to be done to both the curbs and roads in 2015 at a cost of \$31,000.” (Jerry Putman, Bill Gaffney, **Approved 6-0, Abstain 1**)

Next Meeting

The next scheduled Board Meeting will be at 7:00 PM on Wednesday September 10th, 2014, at the home of Linda Carter, located at 6304 Chaucer View Circle

Adjournment

The Board agreed by **Unanimous Consent** to adjourn the meeting at 9:05p.m.

Heather McGhee
Secretary

Jerry Putman
President