

LANDMARK MEWS COMMUNITY ASSOCIATION

Board Meeting

February 11, 2015

6309 Chaucer View Circle

7:00 p.m.

Board Members in Attendance

Jerry Putman (President)

Tom Craig (Vice President)

Charles Cureton

Joel Kaplan

Vicky Gaston

Chris Dale

Board Members not in Attendance

Bill Gaffney

Officers in Attendance

Roger Casalengo (Property Manager), Loren Sciorba (Covenants' Chair)

Homeowners in Attendance

Rita Hare, Simon Bennett, Tim & Annie Foster

Call to Order

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

Approval of the Agenda

"I move to approve the agenda". (Jerry Putman, Joel Kaplan, **Approved 6-0, Absent 1**)

Approval of Minutes

"I move to approve the January minutes as presented". (Jerry Putman, Joel Kaplan, **Approved 6-0, Absent 1**)

Covenants Report

Loren reported one covenants request at Lot 139 for new windows; it was granted.

He also reported that he discovered the covenants email in-box was full, preventing any incoming emails. He and Chris Dale have remedied the problem.

Finally, Loren requested funds from the board to secure a new printer/scanner for the purpose of disseminating covenant related materials to homeowners.

Jerry requested that Loren work with Gay (SCS) to ensure a smooth transition in getting homeowner documents out.

Treasurer's Report

Chris Dale presented the "2014 Financial Position". Her report noted that the 2014 budget was exceeded by \$24,697. The areas in which LMCA overspent in 2014:

- R&M: \$10,542
- Landscaping: \$8,400
- Administration: \$1,900
- Professional Services: \$1,459
- Irrigation: \$604

This is the second consecutive year of budget overruns for a total of \$44,361. According to SCS classification, LMCA has dropped from a position of STRONG to FAIR. Jerry Putman acknowledged the budget deficits but also added that the 2015 budget has been adjusted to address some of these issues. Jerry and Chris will revisit the 2015 budget to ensure LMCA deficits are mitigated. Additionally Jerry pointed out that the LMCA reserves are strong.

After the board adjourned - further analysis shows the most important fact concerning 2014 is that at the end of 2013 the community had \$303,000 in its Reserve Fund. The Reserve Fund is for repair, replacement, and maintenance of items located within LMCA and is required by VA homeowner property act to be maintained at a required level. At the end of 2014 the Reserve Fund totaled \$355,463 a robust growth of \$52,463. The community Reserve Fund significantly exceeds the VA homeowner property act requirements.

Property Manager's Report

Roger reported that ProPave will return to inspect the sealing done by VA Paving. If ProPave agrees the work was adequately done, they will not have to redo the work in the spring. This will save LMCA approx. \$500.

Roger also reported that multiple claims were received by certified mail for damage to the walls around Landmark Mews. At least (4) of the claims were in the same area. He is hoping this will garner some attention from VDOT.

President's Report

Jerry updated the board on the lien and foreclosure action that had been placed on a home in the community. The official paperwork is complete. Rees Broome requested a check for \$3,500 to retain/pay the trustee to move forward with foreclosure. To date, the check has not been received. Jerry called Gay (SCS) to ensure the check will be sent. The foreclosure action must be properly advertised in media before the foreclosure auction can occur. Jerry said he would work with Gay at SCS to ensure the proper procedures are followed to ensure the homeowner documents are disseminated prior to foreclosure.

Jerry reported that despite several messages to the community seeking a volunteer to serve out Tom Craig's remaining 3 year term, only one volunteer stepped up to the plate and that was Noreen Hagerty Ford. Noreen stated she could only commit to serving out the remaining term of 2015 given her increased responsibilities with her military job and a desire to be able to spend time with her husband who is attending school in PA seeking his PHD. The board recognized the former contributions of Noreen and gladly accepted her on the board.

Tim Foster reported on the recent VDOT community meeting on the proposed I-395S widening between Duke St and Edsall Road. VDOT is still in the planning stage however all indications are this project will move forward.

Board Decisions

“I move that we approve purchase of a printer/scanner NTE \$150 for the Covenants Chair.”
(Jerry Putman, Tom Craig) (**Approved 6-0, Absent 1**)

I move that we accept volunteer Noreen Haggerty to replace outgoing board member Tom Craig” (Jerry Putman, Charles Cureton) (**Approved 6-0, Absent 1**)

Next Meeting

The next scheduled Board Meeting will be at 7:00 p.m. on Wednesday, March 11th, 2015, at the home of Roger Casalengo, 6325 Manchester Way.

Adjournment

The Board agreed by **Unanimous Consent** to adjourn the meeting at 7:55 p.m.

Jason Short
Secretary