

Wellington Commons Homeowners Association

Board of Directors Meeting Minutes

Thursday, December 18, 2008

@ Saint John's Lutheran Church

A quorum being present, the meeting was called to order at 7:35 p.m. by Mr. Madsen.

MEMBERS PRESENT: Dana Madsen, Matthew Hocking, David Triplett, Catherine Fitts and Dick Schimkus.

OTHERS PRESENT: Two residents were present. Ken Eiriksson was present representing East Coast Management.

HOMEOWNERS TIME: John Tomko spoke at length about the Community Association's Institute (CAI) and recommended that the Association join. The Board will consider it at the January meeting after researching the costs involved. Ms. Marsh asked Management to check the fence paint color behind 5800 Apsley House Way.

APPROVAL OF MINUTES: The minutes of the Board of Directors meeting of October 16, 2008 were approved as provided. The minutes of the Annual Meeting of November 19, 2008 were also approved as provided. *Motion by Mr. Madsen, second by Mr. Hocking.*

MANAGEMENT REPORT:

Delinquency List: Management provided a delinquency list updated as of December 11, 2008. Eight owners have not paid all or part of their fourth quarter assessment. Five of those owe two or more assessments. Three accounts are at the attorney. The Board agreed to suspend parking privileges for owners that still owe at least one quarterly assessment payment. The notice will provide the owner with the right to request a hearing. Towing will not be enforced until further discussion at the January meeting. *Motion by Mr. Schimkus, second by Mr. Madsen.*

Financial Report: For the month of November, the Association had a deficit of \$10,502. Total expenditures were \$10,925. For the year to date, the Association had a deficit to budget of \$1,805. Management advised the Board that the changes approved with the 2009 budget to Reserves and Members Equity had already been incorporated in the financials. The Association had total cash and investments of \$97,961 as of November 30, 2008.

Wachovia: The Board discussed investment of the \$70,000 transferred to Wachovia Securities in early December. It was agreed that the funds would be invested in 12 to 30 month CD's in \$25,000 increments spaced 6 months apart depending on rates.

Community Inspection: The Board discussed homes with existing violations for items cited in letters sent out over the summer by CIS. It was agreed that a "Notice of Violation" will be sent to the 25-30 homes previously agreed by the Board in their 12/16 email. The letter will provide 30 days to make corrections, or provide a copy of a bona fide contract. After that, a hearing would be called and penalties could be levied. Owners must notify Management when corrections are completed. A "Notice of Hearing" will be sent if work is not completed, or if Management is not advised that work is completed.

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Grounds Contract: Management compared two proposals provided for the 2009 grounds contract. After discussion, it was agreed that the specification would be changed to include edging every other mowing, no tree pruning, 3 shrub prunings, 3 leaf removals, no aeration and seeding, and no parking lot or pond cleanup. Services not included in the contract will be contracted separately. Management will notify McFall & Berry that the contract will not automatically renew prior to December 31st.

Parking: Sample parking rules were provided for the Board's information. The parking policy will be discussed in more detail at a future meeting.

Pending List: The Board and Management reviewed the current pending list. The Board discussed numbering all lights to improve future maintenance.

COMMITTEE REPORTS: There was no report from the Architectural Committee.

UNFINISHED BUSINESS: Management was asked to follow up with Ken Chadwick regarding the ProCAM Issue. Management was asked to remove the handle on the child's swing and to have a split rail fence installed at the playground. Other fence options were considered. The split rail option was chosen because of the existing fence and for cost concerns.

NEW BUSINESS: The Board agreed to have Trash Away remove Christmas trees in January at a cost of \$150. Trash Away will pick up the trees every Wednesday in January. A break in was discussed. The resident came home and scared the intruder away. There are still several lights out. Two lights are out near the sign on Talavera, not 1 as originally reported. Management was asked to install "No Skateboarding" signs, including one at the playground and 1 at each entrance to the community.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting of the Board of Directors will be January 15th at the Franconia Government Center at 7:30 p.m.

Respectfully Submitted,
Kenneth R. Eiriksson Jr., Property Manager
East Coast Management & Consulting Service