

Wellington Commons Homeowners Association

Board of Directors Meeting Minutes

Thursday, January 15, 2008

@ Franconia Government Center

A quorum being present, the meeting was called to order at 7:30 p.m. by Mr. Madsen.

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

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

HOMEOWNERS TIME: Laura Marsh commented on the need to enforce the parking rules. Mr. Madsen stated that the Board is working on updating the parking rules and expected something by spring. Ms. Stoffel was thanked for arranging the meetings at the Government Center. Mr. Madsen agreed to update the meeting notice at the kiosks. Management was asked to confirm the status of an easement agreement with Mr. Johnson, the owner of 5818 Apsley House. The attorney may have some information.

APPROVAL OF MINUTES: The minutes of the Board of Directors meeting of December 18, 2008 were approved with amendments and a correction. Ms. Fitts requested additional clarification regarding the Trash Away Christmas tree removal agreement, split rail fencing, grounds specs, and a correction of the prior cash balance. *Motion by Ms. Fitts, second by Mr. Triplett.*

MANAGEMENT REPORT:

Delinquency List: Management provided a delinquency list updated as of December 31, 2008. Five owners have not paid all or part of their fourth quarter assessment. All five of those owe two or more assessments and three of them are at the attorney. Management only recently notified residents of their parking suspensions due to the holidays. Management was asked to obtain a debtor status report from the attorney.

Financial Report: For the month of December, the Association had a deficit of \$7,401. Total expenditures were \$7,415. For the year to date, the Association had a deficit of \$121. Management was asked to research the balance in the Grounds Contract account to see why it was over budget. The Association had total cash and investments of \$ 93,399 as of December 31, 2008.

Community Inspection: Management mailed 26 "Notice of Violation" letters on January 9th. Owners were given until February 9th to provide proof the work was completed or a copy of a signed contract with a licensed contractor. After that date, any owners that have not responded will receive a Notice of Hearing by Certified Mail. A sample letter was provided for the Board's review. Management was asked to follow up on the Parenham house with a bad roof.

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Grounds Contract: After discussion and consideration of 5 proposals, the Board approved the grounds contract with McFall & Berry at a cost of \$26,720. Management was asked to confirm with M&B that a work notice will be provided after work is completed. They were also to ask M&B about edging being too wide. *Motion by Mr. Schimkus, second by Mr. Hocking.*

Pending List: The Board and Management reviewed the current pending list.

COMMITTEE REPORTS: The Board discussed the need to review the Charter for the Architectural Committee. A variance was approved for 5891 Parenham Way. *Motion by Ms. Fitts, second by Mr. Hocking.*

UNFINISHED BUSINESS: Management was asked to follow up with Ken Chadwick regarding the ProCAM Issue. Mr. Madsen agreed to get involved, if necessary. Management was authorized to install "Do Not Enter 6 a m to 9 a m Monday - Friday" signs at the entrance. Residents would be exempt from the restriction. *Motion by Mr. Schimkus, second by Ms. Fitts.* The Board tabled discussion on joining the Community Association Institute (CAI).

NEW BUSINESS: The Board discussed lighting problems and asked Management to provide a lighting option at the entrance to Talavera Court.

WEB SITE: The status of the web site was discussed. The current site is in Steve Bogart's name and expires in February. Mr. Madsen agreed to speak to him regarding the domain name. Mr. Triplett agreed to serve as the web site coordinator.

BOARD ASSIGNMENTS: The Board assigned Ms. Fitts as the liaison to the Grounds Committee. Mr. Madsen was assigned as Management liaison. Mr. Hocking was assigned to be liaison to the Architectural Committee. Mr. Madsen, Mr. Schimkus and Pat Stoffel were assigned to the Land Use Committee.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:10 p.m. The next meeting of the Board of Directors will be February 19th at the Franconia Government Center at 7:30 p.m.

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