

Wellington Commons Homeowners Association

Board of Directors Meeting Minutes

Thursday, June 18, 2009

@ 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: Four residents were present. Ken Eiriksson and Mark Halfhill were present representing East Coast Management.

HOMEOWNERS TIME: A homeowner was present to discuss maintenance of the common area adjacent to her home and the site inspection letter she received. She felt more time needed to be provided for major items like fence work because replacing a few boards was not adequate. She was asked to submit a written request with a timetable for the replacement of the fence.

APPROVAL OF MINUTES: The minutes of the Board of Directors meeting of May 21, 2009 were approved as provided. *Motion by Ms. Fitts, second by Mr. Triplett. Mr Madsen abstained since he was absent from the meeting.*

MANAGEMENT REPORT:

Delinquency List: Management provided a delinquency list updated as of June 12th. Five owners had outstanding balances on their account. Four accounts are at the attorney. None of the owners on the list have received parking permits. Management was asked to confirm that the attorneys had the correct mailing address for the owner of #1366.

Financial Report: For the month of May, the Association had a deficit of \$12,902. Total expenditures were \$13,230. For the year to date, the Association had a surplus to budget of \$4,391. The Association had total cash and investments of \$115,826 at the end of May.

Parking: After discussion, the Board agreed to begin enforcement of the parking rules on June 27th. A final reminder notice will be posted door to door and will include a high visibility reminder and a copy of the Frequently Asked Questions (FAQ) flyer. A copy will also be mailed to investor owners. The Board approved a contract with A-1 Towing to patrol on an on-call basis. Management was asked to confirm charges for towed vehicles. *Motion by Mr. Madsen, second by Mr. Hocking.*

Pond Maintenance Proposal: The Board agreed to purchase the new fountain from Virginia Water & Wetlands since their price was comparable and they would be providing maintenance on the pond. *Motion by Mr. Schimkus, second by Mr. Madsen.*

Site Inspection: The Board was advised that letters regarding maintenance issues were mailed prior to the meeting. Owners with maintenance issues were asked to address them within 7 days of the letter. Other issues that may require outside assistance were given 30 days. A follow up inspection will be provided at the July meeting, weather permitting.

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Page 2

COMMITTEE REPORTS: The Committee commented on fence repairs at 6148 Wellington Commons Drive. The materials that were probably going to be used were not within the Guidelines. The Committee also commented on a deck rail project that did not have approval. Since the owner has not requested approval, the matter will be treated as a violation.

UNFINISHED BUSINESS: The Board discussed paving issues. Management was authorized to spend up to \$3,000 to remove three speed bumps, complete the two paths at the end of Parenham, correct the standing water problem at 6187 Wellington Commons Drive and address issues at the gazebo drains. If the service road is part of Association property, Management will contact the Board about additional funds. *Motion by Mr. Madsen, second by Ms. Fitts.*

NEW BUSINESS: The Board tentatively discussed landscaping priorities. Management will be getting bids for additional cover in the areas along Van Dorn and Franconia Road. Other areas should not be neglected depending on the priority. The Board was asked what could be done about feral cats on the property. The matter will be considered at a later date.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting of the Board of Directors will be July 16th at the Franconia Government Center at 7:30 p.m.

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