

# Wellington Commons Homeowners Association

## Board of Directors Meeting Minutes

Thursday, July 16, 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, 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 poison ivy near 6095 Talavera Court and to confirm the timing of the speed bump removal. The Board also discussed ivy trimming, parking enforcement and fence repairs with owners present.

**APPROVAL OF MINUTES:** The minutes of the Board of Directors meeting of June 18, 2009 were approved as amended. The Architectural Committee was specified in the Committees section. *Motion by Mr. Madsen, second by Ms. Fitts.*

### **MANAGEMENT REPORT:**

Delinquency List: Management provided a delinquency list updated as of July 16th. Four owners had outstanding balances on their account. One home is for sale. Two requested payment plans for their outstanding balances.

Financial Report: For the month of June, the Association had a deficit of \$9,182. Total expenditures were \$8,915. For the year to date, the Association had a surplus to budget of \$4,536. The Association had total cash and investments of \$110,794 at the end of the month. Management addressed budget projection concerns.

Parking: Management reported that A-1 Towing was active in the community. At least 4 vehicles were towed. The Board discussed a resident that appeared to be using a neighbors parking permit. It was agreed that it was not an obvious violation of the policy and that the situation would be monitored. The Board confirmed that temporary permits would not be provided.

Pond Maintenance Update: The Board confirmed that the pond maintenance contract would not include a water analysis. The fountain is on order. The schedule for bank stabilization has not yet been provided, but it should be in the near future. Maintenance of the gazebo was discussed with no decisions made. Management will inspect the condition of the deck boards and make a recommendation regarding repairs and replacement.

Site Inspection: The Board reviewed correspondence regarding the site inspection. A second reminder letter will be mailed out as soon as possible. It will be in the form of the approved due process letter. There will be no extensions beyond 30 days except for work already contracted. The Board discussed the popsicle style fence boards and agreed that an alternative could be considered when the guidelines are updated. Landscaping issues will also be clarified. Empty plant beds are a violation unless approval was provided.

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Correspondence/Pending List: The Board agreed to allow the back fence at 6112 Wellington Commons Drive until it is replaced. The wire fence in front must be removed.

**COMMITTEE REPORTS**: The Architectural Review Committee discussed the site inspection follow up.

**UNFINISHED BUSINESS**: Management advised the Board that the service road was most likely on Association property. It will be included in the upcoming paving work if it is cost effective to do so. Management was previously 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. Management will ask a different attorney in the Chadwick office to research the ProCAM issue when the payment plans are forwarded.

**NEW BUSINESS**: There was no new business discussed.

**ADJOURNMENT TO EXECUTIVE SESSION**: The meeting was adjourned to Executive Session at 9:00 p.m. to discuss collections issues. The meeting reconvened at 9:20. The Board agreed to accept payment plans from two delinquent owners. Both plans provided up to 12 months to pay in full. Parking decals will not be provided without a down payment on the amount due. All vehicles must be registered with Management. All payments are due by the 10th of the month. Regular assessments are due in addition to the payment plan. *Motion by Dick Schimkus, second by Catherine Fitts.*

**ADJOURNMENT**: There being no further business, the meeting was adjourned at 9:20. The next meeting of the Board of Directors will be August 20th at the Franconia Government Center at 7:30 p.m.

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