

October 28, 2008 Board Meeting Minutes

1. **Opening Remarks:** Called to order by Mike Larkin at 8:10 PM. **Opening Remarks:** Hats off to those who participated in the yard sale. Special thanks to Michelle Walker who put yard sale ads in the paper and constructed the poster board signs. **Attendance:** Board Members: Mike Larkin, Katrina Thack, Hank Bienkowski and Ed Kokoszka.
2. **Review of Meeting Minutes:** Minutes of the September 23, 2008 General Meeting were reviewed and approved.
3. **Finance Report:** A financial report was not available for this meeting because the DNB web site was not up. Kat Thack noted that there has been an increase in non payment of dues. Currently there are eleven homeowners who are over \$200 behind on dues. Chris Bailey had indicated to Kat Thack that liens were automatically applied whenever anyone was behind in dues.
4. **Committee Reports:**
 - a. **Architectural:** No report.
 - b. **Rules:** No report.
 - c. **Maintenance:**
 - The sign at the western entrance of the development is broken again. The Board will try to fix it with a plywood backing.
 - Honey Brook Carpentry will prepare a proposal to install a railing at 23 Hastings Ct. after a planned Thursday visit to look at the stairs.
 - The wood behind the flashing behind the clubhouse still needs replacing.
 - The Board is waiting for a proposal from Randy Christman to fix the pool stairway.
 - BJ Barrett was not available to report to the Board on the stair and sidewalk at 4 Wyndham Court and the sidewalk at 8 Wyndham Court.
 - d. **Landscape:**
 - The tree at 8 Wyndham and the tree behind 7 Wyndham have been removed.
 - The tree behind 24 Hastings has been trimmed.
 - BJ Barrett was not available to report on the request for additional landscaping on Wyndham Court.
 - Ed Kokoszka will call the landscaper to trim shrubbery behind 7 through 13 Wyndham Court. This landscaping cost will be paid out of the Common Fund.
 - e. **Website:** No report.
 - f. **Newsletter:** A newsletter will be put out before the November meeting. Also see **Upcoming Events**.
 - g. **Social:** Hank Bienkowski recommended to the Board that the next community yard sale be held on a weekend before bulk trash.
 - h. **Pool:** No Report.
 - i. **Welcoming:** No Report.
 - j. **Block Captains:** No Report.
5. **Old Business:**
 - a. Kat Thack reported that discussions are on going with the teacher who proposed a service opportunity for the developmentally disabled by allowing field trips to weed parts of the common ground.
 - b. B.J. Barrett drafted a flier soliciting volunteers for distribution to the community that was distributed. BJ Barrett was not available to report on the response to this flier.
 - c. Mike Larkin will inform the HHA bookkeeper that bills are to be paid at least semimonthly.
 - d. Hank Bienkowski will contact the Little Washington Wastewater Company to determine if they are ready to present the results of the Odor Study and will inform the development of the meeting is scheduled.

6. New Business:

- a. The homeowner at 27 Hasting Court requested that a tree in front of this house be removed because of needles on the ground and sap on the cars parked beneath the tree.
- b. The board passed a motion to reimburse \$ 1,100 to the homeowner at 10 Wyndham Court for contracting to repair this summer the retaining wall between 10 and 11 Wyndham Court. When this repair was contracted, the homeowner at 10 Wyndham did not realize that the retaining wall actually was on common ground. In order to avoid this occurring in the future, the upcoming newsletter will remind the owners of townhouses that the yards in front of the townhouses are common grounds and that the homeowners should inform the Board when repairs to the common ground are required and the Board itself will contract this work.
- c. Hank Bienkowski will present some proposed filing guidelines to the Board for review before our next meeting.
- d. Mike Larkin will contact Chris Bailey to set up a meeting with the attorney. The tentative time and date is 7 PM on November 6, 2008
- e. The Board scheduled the December Budget meeting for Tuesday December 9, 2008 at 7 PM. Kat Thack will inform the bookkeeper so that he can make this meeting. This will be the December Board meeting.
- f. Kat Thack will contact the accountant about an audit being done in February to comply with insurance policy.

7. Upcoming Events:

- a. Next General Meeting November 24, 2008.
- b. December Budget Meeting December 9, 2008.

8. Adjournment: Meeting concluded at 9:30 pm.