

Norbeck Hills Homeowners Association  
Board of Directors Meeting  
April 17, 2008  
(As Approved at the June 12, 2008 Board of Directors Meeting)

Board Members Present: Barbara Beccles  
Eva Tax  
Ellsworth Romer

Others Present: Ruchita Patel, Management Agent  
Maureen James  
Sheila Wright  
Ann Roldan

Guests: Michael Williams, RSV Pools, Inc.  
Danny, RSV Pools

Call to Order

The meeting was called to order at 7:05 pm by Barbara Beccles, President.

Our standard operating procedure is that we devote the first hour to our Homeowners Forum. Each homeowner will have 3 minutes to state their business and in return the board will respond. We can disagree but we don't have to be disagreeable. For all new attendees, after the Homeowners Forum is closed you are welcome to stay and listen, but can not participate in any discussions.

Homeowners Forum

A homeowner advised that 17522 Gallaher Way was vacant, and that the grass was beginning to grow tall. Ruchita Patel advised that she would inspect it and issue a violation letter, then have the needed maintenance work done. In addition, she will monitor it for future maintenance.

Ann Roldan suggested that the guidelines concerning fences for single family lots be revised to allow different styles. After discussion, the Board requested Ms. Roldan put her suggestions in writing for their consideration. Ellsworth Romer will also put in writing his suggestions for the maximum size of sheds.

Board Meeting

First order of business is to approve Board meeting minutes for February 21, 2008. Barbara Beccles requested that the time for adjournment be edited to 9:20pm instead of military time. Ellsworth Romer made a motion that the minutes of February 21, 2008 be approved as written. Eva Tax seconded it and was passed unanimously.

Pool

Barbara Beccles asked for a motion to accept the Norbeck Hills Pool Use Agreement and Pool Rules / Regulations adding "no skate boards, roller blades, scooter racers in the pool area including the parking lot" under the Safety portion.

Ellsworth Romer so moved and Eva Tax seconded the motion. The motion was passed unanimously.

Barbara Beccles asked for a motion to approve the Cashell Elementary School to have their annual 5th grade graduation party at the pool on June 9<sup>th</sup> from 10:30 – 2:30 pm. Ellsworth Romer so moved and Eva Tax seconded. The motion was passed unanimously.

### Swim Team

Maureen James wanted to know who placed the small sign by the pool and says "Home of the Norbeck Hills Anacondas". She wanted to thank whoever did it. We will put a thank you into the newsletter. A rough draft of this years swim team schedule was handed out. The meet dates are pretty well set with 3 Saturday home meets which are done by 11:30 am and they will be sure to put up the signs in advance if there should be a delay in opening. There are 2 Wednesday meets at home which closes the pool at 4:00 pm so they could set up and again signs will be placed. Registration dates are May 15 and 20. It is done in the parking lot but the restrooms are used to try on swimsuits.

Traditionally a sleepover has been done at the pool every summer. It was agreed that a request be filled out for the sleepover so we have a record of it. It is tentatively scheduled for June 21st.

### Pool Committee

Ann Roldan asked Michael Williams of RSV Pools if the company had policies in place for the staff and their behavior when at work. His response was that it depended on the severity of the violation, i.e., calling out from work; coming into work intoxicated, etc. It was basically handled on a case-by-case incident. Alex Dobbs is an experienced manager, and will be in charge of the pool this year. RSV Pools has found that mixing international staff with Americans has worked well. Each complements the other. The company has staff motivational things in place such as monetary bonuses for reports from the various customers, i.e. staff's appearance; pool was clean, letters complimenting the staff. There is also a pool party for the lifeguards and staff and a bowling party.

### AECC

Change requests are as follows:

Eliseev, 17501 Gallagher Way – Front door lighting with motion sensor - Approved as written  
Siarkas, 20 Hines Court – Install split rail fence with wire mesh – Fence installation is approved – shed is pending because there were no dimensions.

Davis, 17536 Longview Lane – Install wrought-iron railing on stairway to entrance – Approved.  
Sullivan, 17204 Sandy Knoll Drive – Replace windows – returned to homeowner for more information.

Ellsworth Romer made a motion to approve the first 3 requests as written above. Eva seconded it. Motion was passed unanimously.

### Deck and Paint Colors

Only clear, not tinted weather protectant is allowed for decks and fences.

### Dog Waste Dispensers

It was proposed that additional waste dispensers be installed in the vicinity of 13 and 30 Hines Court, close to Hines Rd. and on Hines Rd. (pool side) between Cashell and the first entrance to MacDuff Avenue. Each unit costs approximately \$600.00 including installation.

Eva Tax made a motion to the above proposal. Ellsworth Romer seconded and was passed unanimously

### Tax Returns

Barbara asked for a motion that the Board approve the filing of the following forms:

Personal Property Return as of Jan. 1, 2008

Form 1120 - U.S. Corporation Income Tax Return, 2007

Form 2220 - Underpayment of Estimated Tax by Corporation, 2007

Federal Statements – Fiscal Year Ending 12/31/2007

Form 500 – Maryland Corporation Income Tax Return, 2007 along with attachments

Eva Tax so moved and Ellsworth Romer seconded. Motion was passed unanimously.

### Delinquent Account

The Board agreed to send a promissory note to 17541 Longview Lane that the Association would waive the late fees if the homeowner would bring her account current within a 6 month period. If not, it would have to be sent to collections.

We will write something in the newsletter pertaining to hard times. To please contact the Management Group or the Board of Directors before it gets too bad.

Pool Fence Replacement

Barbara Beccles asked for a motion to approve option 2 of the presented proposals with the caveat of using the smaller diameter of the chain links.

Eva Tax so moved and Ellsworth Romer seconded. Motion was passed unanimously.

Adjournment

The meeting was adjourned at 9:10 pm.

Submitted by Eva Tax, Secretary