

Norbeck Hills Homeowners Association  
Board of Directors Meeting  
August 15, 2013  
(As Approved at the October 17, 2013 Board of Directors Meeting)

Board Members Present:            Barbara Beccles, President  
   Av Wofsey  
   Eva Tax

Board Members Absent:            Jacque Labovitz

Others Present:                      Ruchita Patel, Management Agent  
   Craig Brogan, Larson Allen  
   Carrie Headen  
   Odessa Henderson

Call to Order

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

Audit Presentation

Craig Brogan of Larson Allen was present to review the 2012 draft audit. He advised that his firm had issued a clean opinion regarding the financial statements prepared by TMGA. He reviewed the Association's financial position with the Board. After answering questions, Mr. Brogan left the meeting.

Homeowner Forum

Odessa Henderson expressed concern regarding the inspection process. She had received a letter to weed her beds and was then charged for this work; however, she advised that the weeds were medicinal herbs. Ruchita Patel advised that this likely occurred in 2012, as no work was done on Ms. Henderson's property this year.

Ms. Henderson advised that she had been cited for her missing siding and had to appear in court. Ruchita Patel explained that the siding had been missing since 2010 and that rainwater was damaging her neighbors' property, which is why the matter was reported to the County.

Ms. Henderson advised that, during the recent paving project, two space numbers were stenciled in the wrong locations. Neither space was assigned to her home, but she had seen her neighbors arguing about it. Ruchita Patel advised that, prior to work being done, she had recorded the location of all space numbers; however, some were faded and illegible. To date, the neighbors have not contacted her to advise that a mistake had been made.

Carrie Headen advised that she had recently had an issue with work performed on her property to correct a violation, and that she had subsequently resolved this matter with Ruchita Patel. However, there should be a way to file a complaint about management without having to go through TMGA. Ruchita Patel explained that, if a complaint is received regarding management, it would be forwarded to the Board. The Board reiterated this and also advised that Ms. Headen could attend a Board meeting as well.

Ms. Headen advised that she thought that the inspections were too strict. Ruchita Patel explained that some residents think that she is being too strict and others believe that she is not being strict enough. This year, the inspection process for issues such as weeding landscaping beds has been changed to give residents more of the benefit of the doubt before self-help enforcement is undertaken.

Ms. Headen asked the Board if they would consider replacing the slide that had been removed from the Longview Lane tot lot after it was burned. She offered to provide ideas for the slide replacement, and will send them to Ruchita Patel.

The Board discussed the recent sighting of teenagers inside the pool facility at night. They requested that a sign be installed at the pool with TMGA's contact information so that residents could report problems.

Eva Tax advised that she had received a complaint from her tenants regarding rats. She believes that they may be the result of the construction on the storm water pond behind her home.

Homeowner Forum was closed at 7:55 p.m.

The Board meeting was briefly suspended in order to conduct the 2013 Annual Meeting. The Board meeting was reconvened at 8:05 p.m.

### Board Officers

The Board's consensus was to make no changes to the officer positions for the upcoming year. The officer positions will be as follows:

President	Barbara Beccles
Vice President	Av Wofsey
Secretary	Jacque Labovitz
Treasurer	Vacant
At Large	Eva Tax

### AECC

Av Wofsey moved to approve the decisions made by the AECC, as listed in the management report, with respect to the architectural change requests that had been submitted since the June Board meeting. The motion was seconded by Eva Tax and passed unanimously.

A discussion regarding outstanding maintenance violations on homes was deferred until the October meeting.

### Grounds

The Board reviewed proposals submitted by three contractors to remove and replace dead trees and grind stumps. Their consensus was to approve the proposal submitted by Potomac Garden Center for a cost of \$2,603.

The Board reviewed the proposal submitted by Potomac Garden Center to perform turf renovation in several areas of the community. Their consensus was to approve the proposal submitted for a cost of \$5,679.48.

### 2014 Draft Operating Budget

The Board approved the distribution of the 2014 draft operating budget to the community for review and comment.

### Adjournment

The meeting was adjourned at 8:25 p.m.

Submitted by,

Ruchita Patel, The Management Group Associates