

Norbeck Hills Homeowners Association

Board of Directors Meeting

October 19, 2006

(As Amended and Approved at the November 16, 2006 Board of Directors Meeting)

Board Members Present: Barbara Beccles, President  
Louie DiPlacido  
Ellsworth Romer  
Eva Tax  
Av Wofsey

Others Present: Ruchita Patel, Management Agent  
Odessa S. Henderson  
Jeffrey Chavis  
Maureen James, Swim Team  
Folly Kuevey

Call to Order

The meeting was called to order at 7:05 pm. Barbara Beccles thanked the homeowners for coming and explained that after the Homeowners Forum the Board would go into a Board of Directors meeting to discuss other issues on the agenda.

Homeowners Forum

Jeffrey Chavis (17514 Gallagher Way) received 2 letters regarding his lawn ornaments. He felt that there was some conflict as to what was considered appropriate as far as the guidelines for the ornaments. Also last year he was to go over the guidelines to update them. Ruchita sent him samples from other communities but he was never sent the latest copies of our guidelines. Mr. Chavis was asked to send AECC requests for his ornaments.

Barbara Beccles said that we would schedule a meeting to go over updating the AECC Guidelines.

Av asked about the tree on Cashell Rd. behind Sandy Knoll and Ruchita acknowledged that she is trying to get the County to take care of it.

Sealcoating punch list is not completed as of this date.

Folly Kuevey (17424 Gallagher Way) asked if the 2007 Budget was going to be sent out to the homeowners. The process of viewing and approving the Budget was explained to Mr. Kuevey and the homeowners. A draft of the 2007 Budget is mailed to the homeowners then at the November Board Meeting they express their opinions. The Board of Directors makes the final approval to the Budget.

Board Meeting

Barbara Beccles wanted to suspend the normal order of business so the 2007 Budget can be discussed first.

Ellsworth Romer was concerned about the late fees. As of August 2006 the late fees amount is \$2,894 and for 2007 Budget, the projection is \$3,000. Ruchita explained that she was being conservative and that the amount by years end would be approximately \$4,300.

Louie DiPlacido asked if the Site Maintenance included the concrete work. Ruchita replied that the concrete work would be a Reserve expense.

The newsletter expense was a concern of Ellsworth Romer. This year there is \$200. Last year the newsletter was done on a voluntary basis. Mr. Romer is proposing to place the \$200 in this year's budget. If Kinko's or the Management Group would do the work of copying it would cost approximately \$700. Mr. DiPlacido volunteered to do the copying and the Association would provide the paper.

Ellsworth stated that the pool budget for 2006 is \$3,000 projected as of August and we used \$1,359 of it. The proposed 2007 pool budget is \$1,500, will that be enough. Ruchita replied that the tax return has a credit for next year so we will not be paying estimated taxes. Ruchita based the budget on a 33% increase.

Louis DiPlacido will email the contact information of an electric company which Ruchita will be follow up with.

It was suggested to leave \$8,000 for the swim team in the 2007 budget.

Barbara Beccles expressed that maybe the \$15,000 line item for Security should come down for 2007 budget. Ellsworth felt that we did have a pretty good year but the incidents seem to run in cycles. We may have to have security, at times, do double shifts.

Barbara also wanted to state that the prior year's debt was showing "0" across the board. The Board of Directors deservedly gets kudos for the success in this past year's budget.

Ellsworth proposed to take the Common Area Beautification monies and place it into the newsletter budget. Barbara stated that the monies should remain there because Louie DiPlacido volunteered his services to head up the Beautification Committee.

Ellsworth Romer commented on the flack we got when we built in the 2% on the contracts from last year. It was the best thing we did.

Ruchita will be sending the budget out with 3 columns; 1.) 2006 Budget; 2.) 2007 Proposed Budget and 3.) Variance

Correction to last month's minutes is as follows:

Secretary, Eva Tax

Member at Large, Louie DiPlacido.

Minutes of September 2006 approved with above corrections.

The minutes from June and July 2006 have not been completed. Ellsworth will talk to Sheila Wright about the missing minutes.

### Trash Appeals

Ellsworth made a motion to waive trash fee for 4506 Boastfield.

The motion was seconded by Av Wofsey and passed unanimously.

### Swim Team Report

Maureen asked if the Holiday flyer could be sent out in the next mailing. Barbara extended a thank you to Maureen James in her diligence with attending the Board meetings and reporting about the swim team.

### Tennis Court

Ruchita was asked to have the handy man remove the tennis court net.

### Pool Repairs

RSV Pools and Health Department cited us to replace the chlorinator. Second proposal was to remove the 4' high chain link fence separating the eating area. It is rusted and anyone could brush up against it and get scratched. It serves no real purpose except maybe traffic control.

Clean and stain the stockade fence. It was suggested that possibly the swim team or homeowner volunteer to do the work.

Av Wofsey made a motion to accept the contracts from RSV Pools to replace the chlorinator and remove the 4' chain link fence as proposed. The motion was seconded by Ellsworth Romer and passed unanimously.

### AECC Report

17566 MacDuff requested to paint their stoop. Ellsworth made a motion to approve the above request with the stipulation that it be neutral color paint. The motion was seconded by Eva Tax and passed unanimously.

17617 Goose Creek Rd. requested to install a shed. Ellsworth Romer made a motion to approve the installation of the shed. The motion was seconded by Av Wofsey and passed unanimously.

### Street Captains

Anne Roldan volunteered to take over the Street Captains.

### Security Report

1 home (Hines Court area) and mostly cars were reported to have been broken into and the information has been given to Officer Peyton. The BB Gun incident has been reported also.

### Treasurer's Report

Total Assets as of 9/30/06 is \$7,547.39. Liability is \$7,547.39. It balances out. Operating Budget = \$324,031.00; Spent = \$255,440.15, a variance of \$9,000. We are under budget so far this year.

The Reserve fund has \$148,075.23 with an expenditure of \$23,264 with a balance of \$124,811.10. We expect to be back up to \$148,000 by the end of the year. We are in good shape.

As of September the cash receipts was \$33,969.42. Bills paid = \$30,983.29 leaving a cash net balance of \$2,986.

Av Wofsey made a motion to approve the Treasurer's report.  
The motion was seconded by Eva Tax and passed unanimously.

### Snow Removal Contract

Ellsworth Romer made a motion to award the contract with Roche Brothers.  
The motion was seconded by Eva Tax and passed unanimously.  
Ruchita will try to negotiate a 2 year contract for the same price.

### Action Items

Parking finger landscaping - Working on a 3 year plan for us  
Turf Renovation – need to follow up  
Tree Replacement – getting proposals  
Tree Pruning – a proposal has been sent out  
Concrete Repairs – should start next week (4409, 4403. 06? Fishermans Ct. – big chunk of concrete unlevel)  
Woodline mowing – in the process

### Dog Incident

Animal Control was not going to do anything. Father of the boy who was bitten may be pursuing a suit.

### Change of Banks

Checking account will be handled by Flag Bank through its division called Smartstreet.

Barbara Beccles asked the Board members if we need to meet every month. She is proposing that we meet every other month. Because we all are online, any items to discuss can be done that way. Please think about it and it will be asked again at the next meeting.

### Adjournment

The meeting was adjourned at 9:10 pm.

Submitted by Eva Tax, Secretary