

Norbeck Hills Homeowners Association
Board of Directors Meeting
July 20, 2006
(As Approved at the January 17, 2007 Board of Directors Meeting)

Board Members Present: Barbara Beccles, President
 Ellsworth Romer
 Eva Tax
 Av Wofsey
 Sheila Wright

Others Present: Ruchita Patel, Management Agent
 Tim Martin, RSV Pools
 David Legge, Schreiner, Legge & Company
 Louie DiPlacido
 Maureen James
 Ann Roldan

Call to Order

The meeting was called to order at 7:00 p.m. by Board President Barbara Beccles.

Annual Meeting

Due to the lack of a quorum, a motion was made and passed to reschedule the Annual Meeting.

Meeting Minutes

The draft minutes from the June 15, 2006 meeting were not available from Sheila Wright.

Homeowner Forum

Maureen James advised that the swim team had received some complaints that they were blocking off the pool in the afternoons for practice. She feels that this problem could be resolved if signs were posted advising residents of what the swim team practice schedule is. She will do so next season.

The Board thanked Maureen James and the swim team for turning out in force for the community clean-up day. Their efforts were greatly appreciated, particularly since very few residents participated.

Maureen James advised that she had not received the last issue of the newsletter. Ruchita Patel will forward a copy to her.

Louie DiPlacido questioned why the Board was not firmer with HOC and their maintenance of the HOC homes in the community. Av Wofsey advised that the Board had met at length with a

representative of HOC earlier in the year, at a Board meeting at which Mr. DiPlacido was not present. He had also personally spoken with Andrew Oxindine, the maintenance supervisor for HOC, who promised to pay particular attention to issues in Norbeck Hills.

Maureen James volunteered to serve as a street captain.

Barbara Beccles advised that a number of Board members had indicated that they would not be able to attend the August meeting due to vacations or schedule conflicts. The Board's consensus was to not meet in August.

RSV Pools Attendance

Tim Martin of RSV Pools attended the meeting to discuss pool related issues with the Board. He advised that a ladder tread at the pool had been broken for a while, but had been repaired. Ruchita Patel requested that repair issues be reported to her so that the Board could track and follow up on them. After further discussion, Mr. Martin left the meeting.

Homeowner Forum, continued

Sheila Wright requested that, when MainScapes cuts back the woodline, they ensure that the utility boxes be made accessible again. Currently, they are being covered by overgrowth.

Homeowners complained about getting letters concerning maintenance issues. The Board explained the reason for the AECC process. Ruchita Patel advised that this is the first year that she conducted the inspection and she may have been unaware of exceptions previously granted by the Board or other special situations. She advised the homeowners who complained that, if they followed the procedures outlined in the letters, she could more easily resolve the matters. Ann Roldan spoke up and advised that, in her opinion, the AECC enforcement process is helpful in keeping the home values up. In her opinion, it is very important that homeowners communicate with management and the Board if they feel that they were cited incorrectly so that the issues can be resolved. However, the Board and management cannot be aware of all issues, and some cooperation from the residents is necessary. She believes that TMGA is doing a good job in managing the community.

Committee Reports

a. Swim Team

The Board reminded Maureen James that a financial summary should be provided at the September meeting.

b. GOCA

No report.

c. Newsletter

No report.

d. Website

The Board requested Karl Borst to update the website with the current newsletter. In addition, they requested Maureen James to provide the names of the children who participated in the clean-up day so that they could be acknowledged on the website.

e. AECC

The application submitted by the owners of 4504 Jenner Court to install a patio was approved.

The application submitted by the owners of 17515 Longview Lane to install a fence was approved.

The application submitted by the owners of 4425 Cannes Lane to wrap their wood trim was approved.

The application submitted by the owner of 2 Hines Court to install a deck was approved.

The application submitted by the owner of 17231 Sandy Knoll Drive to install a deck was approved.

The Board agreed in principle to update the AECC guidelines to allow new styles of front doors similar to that at 2 Hines Court and to allow wooden front doors. The Board also agreed that decks constructed of Trex® should be allowed. Ruchita Patel will draft wording for inclusion in the guidelines for the Board's review at the September meeting.

Ruchita Patel advised that she had not received a response from the owners of 4502 and 4504 Cannes Lane regarding the fences that had been installed on common area. The Board's consensus was to file a complaint with the Commission on Common Ownership.

Audit Review

David Legge of Schreiner, Legge & Company attended the meeting to review the audit with the Board. He answered questions that were raised by the Board of Directors. The Board noted that, in the management letter submitted with the audit, Mr. Legge had noted that the minutes from January through May 2005 were not available. Ruchita Patel advised that the minutes were prepared by Karen VanDuser. She had checked with Ravi Parkhie and confirmed that these minutes were never forwarded to TMGA. The Board requested Ruchita Patel to follow up with Ms. VanDuser regarding the minutes.

The Board approved the audit of the 2005 financial statements as prepared by Schreiner,

Legge & Company. The Board approved the draft resolution prepared by Schreiner, Legge & Company that the year end excess as of December 31, 2005 be applied toward subsequent years' operating expenses.

Mr. Legge left the meeting at approximately 8:30 p.m.

Committee Reports, continued

a. Grounds Committee

Ruchita Patel advised that MainScapes had inspected the community and found no signs of Japanese beetles; therefore, no proposal was submitted.

The Board requested directions to the parking fingers in Longmead Crossing that they could view as examples of liriopie installation.

Av Wofsey reported on the community clean-up day that was held on July 15, 2006. He advised that several members of the swim team helped with the clean-up day after their swim meet that morning. Approximately 5 residents were present.

Meeting Signs

The Board approved the purchase of two coroplast meeting signs.

Culvert Repairs

The Board reviewed proposals submitted by three contractors to clear the drainage culverts by the pool and tennis courts. Ruchita Patel noted that Highway Safety Services had the middle price, but offered the best value. After discussion, the Board approved the proposal submitted by Highway Safety Services to clear the two drainage culverts for a total cost of \$2,750.00, provided that they also graded the land to ensure positive drainage to and from the pipes.

New Business

After discussion, the Board's consensus was to allow Sheila Wright to put sand in the base of the basketball hoop so that it was safer to play with.

Old Business

The Board advised that Ms. Salazar of 17512 Longview Lane still had a basketball hoop in her rear yard. Ruchita Patel advised that the enforcement process is being used to notify Ms. Salazar of this violation.

The Board approved the repair of the tennis court net posts by Sport Systems. Ruchita Patel will advise Mr. and Mrs. Miller of the Board's decision.

The Board requested the status on a delinquent account for a homeowner on Fishermans Court to whom a payment plan had been offered. Ruchita Patel will advise the Board via e-mail as to the status of this account.

Adjournment

The meeting was adjourned at approximately 9:30 p.m.

Submitted by Ruchita Patel, The Management Group Associates

RP/vl

NH – III6, III6c