

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, JUNE 6, 2013**

ATTENDEES: Margaret Chao, John Hansman, John Brown, Dunja Baker, Ellen Stein, Magnus Turesson, Jonathan Smith, Mary Lee, Pat Reber, Mike Rabkin, Sam Phillips, Mike Kohut and Jim Denny.

Member absent: Jeff Miller

Community Forum: Robin Ziek, City Staff liaison to the Historic District Commission (HDC) and two commissioners from the commission were present to give the Board an overview of the Historic District Commission's mission and their role in the City.

Pat Reber was present to discuss the planting a tree, and possibly a plaque in memory of Edmund Bennett. After discussion, it was decided to let the City proceed with their plan to plant a tree in the Potomac Valley circle. The community would determine a more central location for memorial plaque in honor of Mr. Bennett. A location near the clubhouse would be desirable. If anyone would like to contribute toward the plaque for Mr. Bennett they can send their donation to Jim which we will publish in the NMC newsletter.

Jonathan Smith was present to discuss with the Board his proposal for a families 'game night' in the clubhouse. He was hoping for one night a month beginning in July. There were several items discussed: The event would be open to the entire community, kids must be supervised, no alcohol, no gambling and a satisfactory cleanup required. Jim and Jonathan will work out the details and arrange a date for the first event.

Officer and Committee Reports: John Hansman presented the revised Architectural Control (AC) Guidelines and Procedures. The revised guidelines include pictures of approved exterior doors and exterior light fixtures for the contemporary style town homes and detached homes. Dunja mentioned we need more examples of doors that would be acceptable for the contemporary detached and townhomes. It was agreed that additional doors would be selected by committee, added to the AC Guideline and reviewed by the Board. Once the new AC Guidelines are approved; they will be posted on the NMC website. The Architectural Control Committee (ACC) rejected an application from the residents at 870 NME for new front door. The application was received after the door was installed by the residents. The new door is a six panel, colonial style door. After discussion, the Board did not approve the installation by a vote of two in favor and four against. John Brown and Ellen voted for approval. Margaret, Dunja, John Hansman and Magnus voted against approval.

Upon a motion by John Brown and seconded by John Hansman, the minutes of the May 2013 board meeting were unanimously approved with the changes discussed.

Administrators Report

Dues: Jim informed the Board seventy seven residents have not paid the second installment of the 2013 home owners' association dues. That number includes three residents who have a balance from prior years.

Pool update: Thirty non-resident members have joined the pool so far this year. We have a new life guard staff this year. Our manager, Yovana, worked for Continental Pools last year. This is the first time the other two guards, Dusko and Iliya, have been to the U.S. We received fifteen new chaise lounges before the pool opened for the season.

Clubhouse: The new restroom partitions were installed before the pool opened for the season.

Lake Update: There is a small duckweed bloom on the lake. While it is minimally invasive at this time, duckweed can grow and spread quickly. We have contacted Solitude Lake Management for their recommendations for treatment. If the duckweed expands, we may have to drop the water level in the lake in order to treat with an aquatic herbicide. We have several snapping turtles living in our lake. Several female turtle have been observed on New Mark Esplanade as they search for a nesting area.

2012 Annual audit: We received the representation letter back for DeLeon and Stang with the changes we requested. We will sign the letter and return to the auditor.

4th of July celebration: The disc jockey and the children's entertainment have been arranged. John Brown will not be handling the cooking this year. Jim contacted Cozy Restaurant for a quote to cater the event. We have used them in the past and were very satisfied with the performance. Jim checked the prices of another catering firm John Brown mentioned and their cost was significantly higher per person.

Old Business

Insurance: The broker of record has been changed from Russell Insurance to HMS Insurance. The change necessitated a cancellation and reinstallation of our liability, workman's comp and umbrella policy with no lapse in coverage. HMS Insurance was able to secure an excess liability umbrella policy that included coverage for a diving board and athletic events.

Change NMC legal representation: Margaret told the Board she spoke with Brian Bichy regarding the transition process from Hileman and Associates to Linowes and Blocher. He will arrange to have our files transfer to his office. We have the option of hourly billing or a monthly retainer. After discussion, John Hansman made a motion that we engage Linowes and Blocher as legal representative for the Association. Margaret seconded the motion which passed unanimously.

New Business

Reserve Fund invested: We invested the 2013 reserve fund contribution of \$73,688 in a money market fund earning 1% annual interest.