

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, APRIL 3, 2014**

ATTENDEES: Margaret Chao, John Hansman, Ellen Stein, Magnus Turesson, Dunja Baker, John Brown, Jeff Miller, Rocio Snowdy, Eric Calvo and Jim Denny.

Community Forum: Rocio had several items to discuss with the Board. April 6th is Rockville Science Day. The City's website information regarding leaf collection has been enhanced. The City is divided into five areas for leaf collection. The enhancement allows a resident to enter their street address and the website will display their collection area number.

Eric Calvo was present to appeal the Architectural Control Committee's (ACC) denial of the new front door he proposed for his home at 20 Farsta Court. The proposed door was a 6 panel door that the Architectural Control Guidelines, revised in 2011, state will not be acceptable or approved for contemporary style homes. The Guidelines present alternatives to the original flush panel door. Eric said he did not find any of the other doors shown in the Guidelines to be an attractive alternative. The Board said those were not the only doors acceptable and if Eric located a contemporary style door, the ACC would consider it.

Upon a motion by Ellen Stein and seconded by Magnus Turesson, the minutes of the March 2014 board meeting were unanimously approved.

Election of Officers: The election of new officers occurs at the first Board meeting after the annual meeting. Dunja Baker nominated John Hansman for president. Jeff Miller seconded the nomination which passed unanimously. John Hansman nominated Jeff Miller for vice president. Ellen Stein seconded the nomination which passed unanimously. John Hansman nominated Ellen Stein for secretary/treasurer. Dunja Baker seconded the nomination which passed unanimously

Officer and Committee Reports: There were no committee members in attendance.

Administrators Report

Dues: Jim gave the Board a status report prepared by the Association's attorney covering the four accounts turned over to him for collection. Ten (10) residents have not paid the first instalment of their 2014 home owners' association dues.

Pool Update: The pool renovations are underway. The new plaster white coat is scheduled to be installed the week of April 14th. Jim requested that the Association's attorney, Brian Bichy, review the pool management contract for 2014. Brian prepared an addendum to the contract and forwarded it to Community Pool Service for their review. Long Fence has installed five new replacement fence panels that should increase security around the pool. Jim mentioned there were a few alignment issues with the new panels that he will have resolved prior to releasing the final payment.

Directory and Pool Pass systems: Jim is working with the A to Z Directory Excel spread sheet in order to get the initial phone directory as accurate as possible. We should be able to use the A to Z file as the initial input to the EZPass pool pass system.

Spring Cleanup: Stolburg Landscaping has started the spring cleanup and spreading mulching throughout the community.

Spring leaf collection: The City's spring leaf collection is scheduled for April 17th and 18th.

First quarter financial review: Jim gave the Board an update on the Association's financial status as of March 31, 2014. He presented the Income Statements, actual expenses year-to-date versus the budget and reviewed the Association's Operating and Reserve Funds balances as March 31, 2014.

Old Business

Annual audit: Jim gave the Board the draft of the NMC 2013 Annual Audit prepared by the association's accountant, DeLeon and Stang. The draft contained SAS No. 115 letter, SAS No. 114 letter, a draft of the financial statements, a representation letter which needs to be signed prior to issuing the final report, adjusting journal entries and a trial balance as of December 31, 2012. After reviewing the audit findings, there were several changes proposed to the representation letter before we sign it and return to the auditor.

New Business

Insurance renewal: Jim gave the Board several 'Notices of Change in Policy Premium and/or Coverage' we received for proposed changes to the Association's General Liability, Workers' Compensation and excess liability umbrella coverage. The General Liability policy premium increase from \$21,225 to \$25,363, a 19.5% increase. The umbrella coverage also decreased from \$2,000,000 to \$1,000,000. The Workers Compensation policy had a premium increase from \$1,035 to \$1,127, a 9% increase. HMS Insurance explained that the large increase in premium and reduction in umbrella coverage was directly related the accidental drowning at the pool last June. After discussion, the Board instructed Jim to contact Sean Connolly at HMS and express our surprise and concern over the large increase in premium. They suggested reiterating that NMC has not filed an insurance claim in over thirteen years and the 19.5% increase in our general liability coverage is very excessive, given Ohio Casualty has taken down the reserve on the June 29, 2013 incident. We will wait for HMS reply before approving the new premiums. Our policy renews on May 8, 2014.