

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, NOVEMBER 6, 2014**

ATTENDEES: Dunja Baker, Magnus Turesson, John Brown, John Hansman, Jeff Miller, Billie Jordan, Joe Jordan and Jim Denny.

Members absent: Dorie Mangan and Ellen Stein

Community Forum: Joe and Billie Jordan were present to discuss a storm water drainage issue they have in their backyard. Their backyard is unusual, part of the yard is owned by the Jordan's and part is owned by NMC Homes Association. They presented the Board a proposal from Garden Gate Landscaping Inc. The proposal contained two sections, one for the Jordan's portion of the backyard and one for the Association's part of the yard. The Jordan's are asking the Association for two things. First is the permission to proceed with the project and the second is to have the Association help defray part of the cost. Not all the Board members had been able to visit the site before this evening's meeting. Jim mentioned that John Hansman, Dunja Baker and Ellen Stein had visited the backyard. Several of the other Board members were not familiar with the site. John Hansman thanked the Jordan's for attending the Board meeting and it would be discussed later in the meeting.

Officer and Committee Reports: There were not any committee members present.

Approval of minutes: The minutes of the October will be available later in the month.

Dues: Jim told the Board nine residents have not paid the second installment of their association dues. That includes five residents that have not paid for the entire year. There are liens in place on three residences. After discussion, it was decided we will keep liens current on residences that are in arrears. Jim will continue collection efforts on past due accounts that do not have liens in place.

Pool update: We received a pool management renewal agreement for 2015 from Community Pool Service. The contract renewal is \$43,580 for 2015. This represents an increase of 5% over the 2014 contract. The 2015 pool season is seven days longer than the 2014 season. After discussion, Jeff Miller made a motion that we accept the proposal from Community Pool Service for \$43,580 for 2015. Dunja seconded the motion which passed unanimously.

We received a proposal to replace the second skimmer in the wading pool for \$1,100. The first skimmer was replaced last month. During the installation, it was discovered the second skimmer was installed incorrectly which limited the water flow to the filter system. In order to repair the problem, the second skimmer must be replaced. After discussion, John Brown made a motion that we accept the proposal from Community Pool Service to replace the second skimmer for \$1,100. Jeff Miller seconded the proposal, which passed unanimously.

Consumer Price Index (CPI) increase: The CPI increase for the Washington/Baltimore area from September 2013 to September 2014 was 1.3%.

2015 proposed budget: Jim gave the Board the proposed budget for 2015, incorporating a 1.3% dues increase. He also included income and expenditures as of 10/31/2014 versus the 2014 budget, the Association's bank balances and reserve fund expenditures for the year. The Association's governing documents set forth the maximum amount the dues can be raised. In recent years, the dues increases have been held within or under the annual CPI. Our Covenants state the increases in dues have to be within the annual increase in the CPI on a cumulative basis since January 1, 1968.

After discussion, the Board made several changes. On the Income sheet, the Directory Advertising line was removed. A to Z Directories is printing the NMC Directory for free and retains any advertising revenue. On the Expense sheet, the Professional Services/Legal and Accounting were split into two separate lines to more accurately track expense by category. The Board also approved a \$6,800 bonus for Jim. Jim mentioned he would update the spreadsheets and send out the revised budget via email for approval by the Board. After approval, the proposed 2015 budget, with the one point three percent (1.3%) increase, will be published in the NMC Newsletter and distributed to all residences in the community. The one point three percent (1.3%) dues increase is equal to \$13 to \$14 increase per household for the year.

Jim is projecting we will be under budget this year. Projected income is \$357,090 which is \$4,091 less than expected. Projected expenses are \$332,368 which is \$29,623 under budget. The total projected under budget will be \$25,532.

Old Business

Concrete and asphalt repair update: O'Leary Asphalt has started the work throughout the community. They should be completed with all the repairs by the middle of November.

New Business

Stolburg Landscaping tree removal proposal: We received a proposal from Stolburg Landscaping for the removal of 6 trees and stump grinding in the 100 block of New Mark Esplanade. Jim will also ask United Tree Care (formerly Titan Tree Care) to submit a proposal for the removal of the trees. After discussion, Magnus made a motion that have the tree work completed at a cost 'not to exceed' \$1,025. Jim will select the low cost vendor after receiving a bid from United Tree Care. Dunja seconded the proposal which passed unanimously.

Joe Jordan backyard proposal: The initial discussion took place during Community Forum. John Hansman felt it was necessary for all the Board members to make a site visit with Jim before any further discussion. There is significant cost associated with the proposed project, \$6,000 to \$8,000 each for the Jordan's and the Association.