

**NEW MARK COMMONS HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, JANUARY 7, 2016**

ATTENDEES: John Daroff, Ellen Stein, John Hansman, Magnus Turesson, John Brown, Judy Rudolph, Dorie Mangan and Jim Denny.

Absent Board members: Jeff Miller.

Community Forum: Judy Rudolph was present to discuss the New Mark Village Concept with the Board. The NMC Village concept group met last evening, January 6th. They are refining the groups vision statement and hope to publicize to the community in February. She thanked John Hansman and the Board for inviting Pazit Aviv to be the guest speaker at the NMC annual meeting. The NMC Village group would like to use the NMC clubhouse on April 17th for a community meeting.

Officer and Committee Reports:

John Daroff gave an update on the Communications Committee. He has created a Gmail account for NMC and started working with Mail Chimp to format the NMC electronic newsletter. Creating the initial email distribution list using the A2Z Directory data has proved to be time consuming.

John Hansman gave an update on the Architectural Control Committee (ACC). The ACC needs to set a regularly scheduled monthly meeting date that is published to the community. The ACC needs to be very precise in what they are approving when reviewing an ACC application. Several years ago there were modifications to the ACC Guidelines that primarily addressed changes for contemporary style townhomes and detached homes. There needs to be the same review done on changes to the more traditional colonial style homes in the community.

Dorie mentioned she will be planning an initial meeting of the Community Enhancement and Parking committees.

Ellen is the Board liaison to the landscape, tree and lake committees and brought up several areas of concern for the entire community. Curb painting and reserved parking space stenciling needs to be redone. Wooden street signs and metal handrails need to be painted. The Board needs to develop a community wide maintenance and improvement plan instead of being in a react mode to repairs and replacements.

Upon a motion by Ellen and seconded by Magnus, the minutes of the December 3, 2015 Board meeting were unanimously approved as amended.

Administrators Report

Dues: Jim informed the Board that 3 residents were not current with their HOA dues. One of the homes has been approved for a short sale with settlement scheduled for December 2015.

168 NME: We are still expecting to receive reimbursement of \$5,979.88 from the Montgomery County Department of Finance. Our attorney sent a follow-up letter, also signed by the former owner, Susan Lauffer, requesting payment from the surplus proceeds of the tax sale.

DeLeon and Stang CPA: The annual audit is scheduled for February 22 – 24.

2016 budget and 2015 financial year end review: Jim gave the Board the budget for 2016. He also included income and expenditures as of December 31, 2015 versus the 2015 budget and the reserve fund expenditures for the year. The expenditures do not include depreciation for 2015 of \$30,045. Jim is projecting we will be under budget this year. Projected income is \$366,718 which is \$3,814 greater than expected. Projected expenses are \$355,329 which is \$7,575 under budget. The total projected under budget will be \$11,389.

Old Business

Board members term expiring: Jeff Miller and Magnus Turesson terms expire in March 2016.

Jordan's backyard: The Board reviewed the January 5, 2016 letter received from the Jordan's attorney, Lynn Parker Perry of LPP Law. The Jordan's accepted the Associations proposal presented December 28, 2015 with one modification. After discussion, the Board accepted the Jordan's modification and will ask Brian Bichy to prepare a settlement agreement for the Board to review before sending to Lynn Parker Perry.

Annual Meeting: The guest speaker for the NMC annual meeting will be Pazit Aviv, Villages Coordinator for Montgomery County.

New Business

Stolburg Landscaping, LLC – landscape maintenance proposal: We received two Landscape Management proposals from Stolburg Landscaping. One proposal was based on using chemical based products for weed control and fertilizers and another proposal was based on using organic based products for weed control and fertilization. Jim met with Matt Stolburg and the licensed certified applicator on this staff to discuss the differences between the organic and chemical based proposals. The organic proposal is \$6,845 more for 2016 than the chemical based proposal. The organic proposal is \$53,116 and the chemical based proposal is \$46,271. The increased cost for the organic proposal is due to the increased amount of organic product needed along with requiring more applications to get satisfactory results. Jim gave the board several data information brochures for the organic lawn care products. According to the brochures, the organic products contained handling and warning information that is very similar to chemical products material data sheets. After discussion,

the Board determined they did not have enough information to make an informed decision. Ellen, John Hansman and Jim will do further research and report back at the next board meeting.

Titan Tree Care proposal: Jim gave the Board a proposal to remove one dead tree and prune four other trees in the community for \$2,837.50. After discussion, John Brown made a motion that we accept the proposal from Titan Tree Service for \$2837.50. Magnus seconded the motion which passed unanimously.

Power Systems Electric (PSE) proposal: We received a proposal to install approximately 130' of underground wiring that supplies electricity to the lights along the bike path that runs from New Mark Esplanade to Maryland Avenue. The underground wiring was cut by a homeowner replacing several fence posts. The original wiring was only 8" to 10" below the surface and not enclosed in a rigid conduit. The PSE proposal cost is \$1,883. After discussion, John Brown made a motion that we accept the proposal from PSE. John Daroff seconded the motion that passed by a vote of four members in favor and two opposed. John Brown, John Daroff, Magnus and Dorie voted in favor of the motion. John Hansman and Ellen vote against the motion.