

Resident Management Committee
NEW MARK COMMONS HOMES ASSOCIATION, INC.
Minutes

Meeting of April 11, 1973 held at the clubhouse

ATTENDEES:

D. Lamb
P. Holland
E. Grenning
B. Hendley
R. Parker
P. Taylor

Also: K. Misner

Meeting called to order at 8:05 P.M. by President Lamb

Secretary's report amended and accepted

Treasurer's report:

1. Treasurer reported that a simplified system of bookkeeping had been set up for our use by the auditor, Stuart Lloyd.
2. As of 4/9/73 ninety-eight families have not paid their 1973 homeowners dues. Second notices prepared and mailed.

COMMITTEE REPORTS:

Architectural Control - D. Lamb

Old committee to be dissolved and new one constituted.

Social - E. Grenning

There will be no social committee set up - each social event will be chaired separately.

April 14, 1973 - Earth Day

May 28 - Family picnic at clubhouse and pool

June 2 - Adult party at clubhouse and pool

Foreign Policy - E. Grenning

Planning Commission approved variance between Potomac Valley Road and Welwyn Way.

Bennett's organization has requested a variance on the commercial area to change the zoning from commercial to residential.

May 7 is the tentative date set for the city council to hold one of its meetings at the New Mark Commons clubhouse.

Foreign Policy (Cont'd)

Letter received from the Woodley Gardens Homes Association reference the noise from 70S. The Association would like the support of the New Mark Commons Homes Association in asking the city to provide a sound screen along 70S.

It was unanimously approved that Ed Grenning be the New Mark Commons Homes Association representative to the Federation of Rockville Civic Associations.

It was approved unanimously that the Resident Management Committee take no position on cable TV.

Buildings & Grounds - B. Hendley
No report

Pool & Clubhouse - R. Parker
(see attached)

Committee meeting to be held on April 19, 1973.

Budget & Management - R. Parker
No committee set up as of 4/11/73
(see attached)

Tennis - P. Holland
Current chairman resigning.

Lessons have been set up for Tuesday's and Thursday's from 6:00 - 8:30 a.m., 9:30 - 12 noon., 3:30 - 6:00 p.m. commencing on April 17, 1973 through May 10, 1973

Environment - P. Holland
Assistant city inspector to tour New Mark Commons on Thursday, April 19, 1973 at 2:00 p.m.

Townhouse Maintenance - B. Hendley
Ken Misner presented three proposals for taking care of the townhouse maintenance problem (see attached).

As of 4/11/73 we have 131 townhouse families - 53 of those families have paid their annual maintenance assessment, 78 have not. Second notices in the process of being prepared.

OLD BUSINESS:

Bennett deficiencies: Tabled until next meeting.

Status - capital improvements budget vs expenditures:
Tabled until next meeting.

Landscaping:

A. 100 block of NME - motion made to appropriate \$75 for landscaping the 100 block of NME - motion dead.

B. Lake - motion made to get an alternative bid on lake renovation. Approved - 4 ayes, 1 nay.

Amendment made that the alternative bid be secured no later than the 1st meeting in May. Approved - 3 ayes, 1 nay, 1 abstention.

OTHER BUSINESS:

Flyers: Motion made that flyers not be mailed in the future. Circular announcements be put in the newsletter. Approved unanimously

Amendment made that we establish a system of block captains throughout the community to provide distribution of printed material. Approved - 4 ayes - 1 nay

Motion made that all prepared notices be sent to the director responsible for the committee originating said notice for approval and printing. Approved - 4 ayes, 1 nay

Administrative Assistant: Motion made to increase the administrative assistant's salary from \$150 per month to \$200 per month. Approved - 4 ayes, 1 abstention

Nonresident Members: Motion made to publish in the newsletter the resolution passed at the January 24th meeting stating "that only the 11 nonresident members living closest to New Mark Commons be invited to join the Four Seasons Club for the 1973 season". Approved unanimously

Pool Use: Motion made that only one family per living unit use the pool. Approved - 4 ayes, 1 nay

BUDGET AND MANAGEMENT COMMITTEE

1. General Responsibilities:

This committee of the NMCHA shall be responsible for providing the Board of Directors with recommendations and guidance in the following general areas: (1) financial reporting and management; (2) coordination of budgeting among the other committees; (3) long-range planning of capital improvements; and (4) policy relating to financial operation of the Association. The Committee on its own initiative or at the direction of the Board will investigate various aspects of the areas listed above and report its findings and recommendations to the Board.

2. Specific Responsibilities:

The Committee will perform the following functions:

A. Present for the review of and approval by the Board of Directors by no later than October 15 of each year, a complete budget for the following fiscal year.

B. With respect to paragraph A, the Committee will meet with the other committees to obtain all information to prepare the budget.

C. Prepare and present to the Board of Directors each month financial statements pertinent to the management of the Association. At a minimum, these statements should include an income and expense statement, a balance sheet, and a cash flow statement.

Charges to Budget and Management Committee:

Policy for enforcement of payment of dues and assessments.

SWIMMING POOL AND CLUBHOUSE COMMITTEE

1. General Responsibilities:

This committee of the NMCHA shall be responsible for (1) providing the Board of Directors with recommendations and guidance in the policies governing the operation and use of the swimming pool and clubhouse, and (2) acting as the agent for the Board in the actual operation of the swimming pool. The Committee on its own initiative or at the direction of the Board will investigate various aspects of the areas listed above and report its findings and recommendations to the Board.

2. Specific Responsibilities:

The Committee will perform the following functions:

A. Act as the agent for the Board in the operating of the swimming pool including such functions as the hiring and supervision of all swimming pool personnel within the approved budget constraints.

B. Prepare for the approval by the Board each year by April 15, rules for the operation of the pool and clubhouse.

C. As necessary, investigate and recommend to the Board physical improvements to the pool and clubhouse facilities.

D. Provide coordination of New Mark Commons swim team.

DISCUSSION

Vasia Gmirkin agreed that his committee will establish a charter and that this charter should include all items listed on the Scope subcommittee's report that are not listed in Motion 2 of these minutes. With this established, two Lake Committee members decided to join the Buildings and Grounds Committee.

MOTION 3

Carried unanimously

It is recommended that the Board of Directors establish a new committee whose charter will include the area of community security and that it be particularly concerned with resolving the problem of vandalism.

DISCUSSION

The status of the fountain is that it is not functioning due to a faulty electrical control and that a new part is on order.

Bob Gowers has continued to research the question of a permit having been required ^{and} issued for the construction of the lake. He has obtained copies of the applicable Maryland code for 1964 and 1972. Also, Bob has found a copy of a letter from R. L. MITCHELL of Edmond J Bennett Associates dated ~~Jan~~ ^{FEB}, 1966. This letter indicates that the Maryland Department of Natural Resources was contacted before construction of the lake and a judgement was made that no permit was required. However, a question remains as to whether this judgement was based on misinformation provided by Bennett's organization and whether if proper information had been provided a permit would have been required. Bob is continuing to work on these questions.

MOTION 4

Carried unanimously

That the recommended capital improvements from the Lake Committee be forwarded to the Budget and Management Committee as stated in the packet received prior to this meeting.

MINUTES OF REGULAR NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS MEETING - MAY 9, 1973.

8:05 P.M. Meeting called to order by Chairman of the Board of Directors, David Lamb.

The minutes of the prior meeting were approved as recorded.

Treasurer's Report was not presented but it was noted that New Mark Commons has at least 30 temporary members.

Committee Reports:

- a) Architectural Control - two requests are pending. A new committee is to be formed in the next week.
- b) Social - 5/28/73 family picnic at the pool to be directed by Sandra Kingshaw
6/2/73 Saturday night adult party, with Chinese dinner, to be run by Judy Mermelstein.
Mid-July - probably party
- c) Foreign policy - Rockville City Council meeting planned for July or later. The possibility of a Rockville Advisory Committee for NMC and Markwood was raised.

8:30 A.M. At this time the above were temporarily held for Peter Stadler of Stadler Nursery to present his plan for Lake New Mark. He gave an estimate of \$4,975.00 for plantings only. Regarding the south bank on each side of the dock, he recommended taking the boards out, cleaning out the weeds and leaving the ivy there. He did not recommend any construction work on the area as he felt the erosion had probably ceased now that the original fill had settled. He left his plan and estimate after answering numerous questions.

- d) Building and Grounds - The chain link fence would probably be completed by 6/30/73. A special cable and lock had been ordered for the posts at the entrance to the unpaved driveway. The lights in the townhouse courts belong to NMC and we are responsible for taking care of them, but PEPCO can be requested to keep them up and bill us on our electric bill. The 2 new signs of heavy wood construction will be installed around the lake next week. PEPCO has begun sending us bills now since Bennett Associates was not paying their bills.
- e) Townhouse Maintenance - We now have the Association's seal but no documents. Corporate records may have to be obtained from the state office in Baltimore.

- f) Pool and Clubhouse - Jay Josephs is chairman with Chuck Manclark being chairman of the Pool Subcommittee.
- g) Budget and Management - Chairman is Robert Fordham. He, Bob Parker and one other person are members so additional ones are needed. Meeting to be held in next 2 weeks.
- h) Environment - Chairman resigned after submitted a budget proposal (attached). P. Holland moved, motion seconded by Ben Hendley, that "the Environment Committee be disbanded and replaced by a Lake Committee with duties to be defined." Motion passed unanimously.
- i) Tennis - Tournament plans for Memorial Day weekend are proceeding. Another committee meeting scheduled for 5/10/73 at home of the chairman, Jack Bings.

The pool rules were reviewed; the changes were

- a) No food within 6 feet of the edge of pool.
- b) All residents and non-resident members, as defined in the covenants, are required to register at the pool entrance.

Paul Holland moved, and Ed Grenning seconded, that the pool rules be adopted as amended. Motion passed unanimously. Bob Parker is to transmit them to D. Wood for publication in the NMC Newsletter.

Paul Holland moved, seconded by D. Lamb, "to advance \$100.00 to the Tennis Committee for the Memorial Day Tournament expenses". The motion was passed unanimously.

Bob Parker moved, and Paul Holland seconded, that "the charter of the scope of the Budget and Management Committee be adopted as submitted at a prior meeting". The motion carried with 4 ayes and 1 nay.

9:15 P.M. The meeting was temporarily held while Jim Barrier presented his Landscape Service Plan for plantings around the lake and bulkheading of the south bank on each side of the dock. The plan was submitted with drawings and a cost of \$11,758.00, with terms of 1/3 down, 1/3 when construction completed and 1/3 by 18 months after signing. Approximately \$8,000.00 of the proposal was for construction of the railroad tie bulkheading for the 200 ft. stretch of bank.

A proposal from ~~Gude Nursery~~ ^{Gustis}, essentially identical to that of Landscape Services, was received by the Board but not presented by their representative. This contract was for approximately \$14,000.00.

Ed Grenning moved, and B. Hendley seconded, that "a decision on these plans for the lake be made within 7 days" since Landscape Services wanted to withdraw their bid if it were not accepted within 2 weeks. The

motion passed with 3 ayes (E.G., B.H. & P.H.) and 2 nays (D.L. & B.P.)

A discussion of the developer's plan to amend the plan to add 25 townhouses on his commercial property ensued but no motion or decision was taken.

Paul Holland moved, and David Lamb seconded, that "there be a maximum of 384 memberships to the pool this year. By taking the resident member count of April 1, 1973 and deducting it from 384 the maximum number of temporary members for this year could be determined". The motion passed with 4 ayes, 0 nays, and 1 abstention (~~D.L.~~).

R.P.

10:45 P.M. The meeting was adjourned.

Paul V. Holland

MINUTES OF SPECIAL NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS MEETING - MAY 16, 1973

At 8:04 P.M. on May 16, 1973 David B. Lamb, Chairman, called the meeting to order.

Robert Parker presented a detailed preliminary 1973 Budget to the Board of Directors. It included a memo from the Budget and Management Committee (Robert Fordham, Chairman) 1972 actual figures, 1973 figures to May 1, 1973, and the 1973 estimate. Mr. Parker reviewed each item and the Directors asked questions concerning many. Allowing for \$9,000.00 of depreciation, the anticipated net income for 1972 was a minus \$4,845.00 (plus any recovered accounts receivable). A preliminary cash flow analysis for 1973 was also appended. This indicated a cash surplus of \$7,202.00 from 1972. When depreciation for 1973 was added back, minus the anticipated net income for 1973, the total surplus not accounted for in the budget estimate was \$11,357.00. The Board of Directors will study the budget proposal for the next week before considering its acceptance at the next regular meeting on May 23, 1973.

A discussion of the proposals for plantings and bulkheading of Lake New Mark was then undertaken. After this preliminary discussion regarding these proposals and how responsive they were to the problems of the lake, which included its cleanliness, south bank erosion, esthetics, smell, safety, fishing facilities, the creek, and vandalism, three motions were made, discussed and voted on.

- a. Ben Hendly moved, Ed Grenning seconded, that "\$5,100.00 from the anticipated surplus in the 1973 budget be added to the \$2,900.00, appropriated for the lake in the 1972 funds, to pay for the first two payments of the Land-scape Services, planting-bulkheading plan with \$4,000.00 to come from the 1974 budget to pay the last third of the contract." The vote on this motion was two for (B.H. and E.G.) and three against (R.P., P.H. and D.L.) so it failed.
- b. Robert Parker then moved, Paul Holland seconded, that "the Lake Committee be instructed to obtain independent professional advice to identify the problems of the lake, primarily the south bank near the bridge and the creek, and see what corrective action should be taken. Consultation from the Soil Conservation Service of Montgomery County to be obtained too. Funds to be the \$2,900.00 already set aside for lake improvement. The committee is to report back to the Board of Directors within 6 weeks. Until then, the \$2,900.00 should not otherwise be committed." This motion passed with three ayes (P.H., D.L. and R.P.) and two nays (E.G. and B.H.)

- c. Ben Hendley then moved, seconded by Ed Grenning, that "the anticipated 1973 surplus be held with no further appropriations for capital improvements at this time." The motion passed unanimously.

3. Paul Holland was directed to form the Lake Committee and implement the second motion. Robert Parker noted that Mr. Boswell of the S.C.S. had already been contacted and was to survey Lake New Mark at 9:00 A.M. on Tuesday, May 22, 1973.

The meeting was adjourned at 9:45 P.M.

PAUL V. HOLLAND

Attachments:

1. Copy of verified letter of J. Robert Groff, Inspection Supervisor, City of Rockville, Department of Licenses and Inspections, to Edmund J. Bennett Associates.

2. Copy of letter from Larry Blick, Rockville City Manager to David Lamb.

NEW MARK COMMONS HOMES ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

MAY 23, 1973

The meeting was called to order at 8:15 P.M. by Chairman, David Lamb.

1. Minutes of May 9, 1973 meeting approved as amended.
2. Minutes of May 16, 1973 meeting approved without amending.
3. Treasurer's Report:
 - a) 23 new members
 - b) 3 new temporary members due.
 - c) Cash - \$10,000; checking account \$3,300.
 - d) Bill for \$13 property tax paid by Bennett organization.
 - e) Fine of \$35 by IRS for improper filing of payroll tax deduction.
 - f) Bill for ~~\$19~~ and \$2.00 received from PEPCO ostensibly for fountain (to be referred to Bennett organization)
4. Citizens' Forum
 - a) *Jan* Jerry Misner asked why Board of Directors meetings were not "open" and requested that notice of meetings be put in Newsletter. She also asked about the status and memberships of the Townhouse Maintenance Committee.
 - b) Bob Whitcomb also asked about the Townhouse Maintenance Committee status. He commended the Board of Directors for good communication now but likes the Block Captain idea.
 - c) Sally Guardia asked about weed control as part of the maintenance contract. (referred to Ken Yamamoto, Chairman, Building & Grounds Maintenance Committee).
 - d) Pat ~~O'Neil~~ suggested sending a flyer to all NMC homes stating that children caught vandalizing will be prosecuted.
 - e) Zeke Sieko commented on the lack of a second for a \$75 appropriation for shrubs on Venetian Way and the recent questionnaire - opinion survey (extended remarks attached). David Lamb acknowledged that the survey was primarily his idea.
5. Committee Reports
 - a) Architectural Committee - no committee yet save for D. Lamb. Three members may be too few because of possible conflicts of interests, vacations, etc. Policy is of judgment to requests not police action. The Board of Directors must approve all the members of this committee.

- b) Social - Two parties as noted before. A mid-July cruise or theater party is contemplated.
 - c) Foreign Policy -
 - 1) Two meetings of Federation of Homeowners meetings attended by E. Grenning.
 - 2) City contemplating 14¢ increase in tax rate.
 - 3) Twinbrook WMTA station is opposed by local residents and suggested for Gaithersburg.
 - 4) Rockshire - Developer sold out. They may have a change in their PRM to allow a super-market in their "convenience center"
 - 5) CATV - E. Grenning urged citizens to get involved in the pros and cons.
 - 6) Adams Street Traffic Problem - suggested that NMC support a solution.
 - 7) Comment from City Manager re plan for truncation of NME at Monroe.
 - 8) A noise abatement program for 70S is being contemplated.
 - d) Lake - Being reformed. B. Hendly noted that fertilizer for the lake is in the clubhouse basement and should be used. The civil engineer, contacted by H. Alter, will submit a report in the near future on the lake.
 - e) Tennis - Memorial Day weekend tournament preparations all ready.
 - f) Clubhouse - Clubhouse rules including cleanup after parties and use of hi-fi system needed. G. Riley of Beltway is to be contacted by K. Yamamoto because of non-response to recent clubhouse burglary and alarm.
 - g) Maintenance -
 - 1) Fence changes - the three sections near the townhouses on lake will cost \$542 now.
 - 2) Proposals for lights near pool being sought.
 - 3) Defective lights by townhouses - need contract for light repairs each time as PEPCO will not handle.
 - h) Budget and Management - deferred.
6. Motion by D.L., 2nd by E.G., to remove "no outlet" signs from the community passed unanimously.
7. Motion by D.L., 2nd by B.H., to ask the city to put up a "stop sign" at Scandia and NME approved unanimously. D.L. to write letter.

8. Motion by B.P., 2nd by P.H. to "approve the preliminary 1973 budget as presented at the last meeting, including the recommendations of the B & M Committee" was passed unanimously. D.L. to call our insurance agent re coverage for NMC.
9. As part of B.P. motion (#8 above) the Lake and Tennis Committees were directed to spend none of their appropriated money for capital improvements until a budget is submitted.
10. Motion by E.G., 2nd by B.H. to "instruct the TMC to proceed with painting for this year" failed passage with 2 ayes (E.G. & B.H.) and 3 nays (B.P., D.L. & P.H.) votes. A decision regarding TMC status and functions was anticipated within 30 days.
11. Motion by E.G. that "Board of Directors adopt the block captain idea" B.H. 2nd, passed with 4 ayes and 1 nay vote (P.H.). E.G. to put in writing for implementation.
12. Motion by B.H., 2nd by E.G. to "spend \$595 for the three part fence around the townhouses. This sum is to come from the \$3,000 appropriated for the lake in last year's budget"., was approved un-animously.
13. Moved and seconded that \$275 be appropriated out of ~~lake~~ ^{Wing Knobs} appropriation for ~~installation of fences in 200 block of New Mark Esplanade~~ ^{maint on trees near clubhouse} in accordance with original contract. Approved with 3 ayes and 1 nay.

Meeting was adjourned at 10:30 P.M.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
June 13, 1973

The meeting was called to order at 8:10 P.M. by Chairman, David Lamb.

1. Minutes of May 23, 1973 meeting approved as amended.
2. Treasurer's report:
 - a) Books to be closed at end of June
 - b) Letters sent to 18 homeowners delinquent in their Association dues
3. Committee reports:

Architectural Committee - three members have been selected for the committee; they are as follows:

Joseph Taroli (Chairman) 8 Tapiola Ct., representing contemporary single family homes.
new May Helen Smail, 102 New Mark Esplanade, representing townhouses.
Howard Weinstein, 4 Harlow Court, representing colonial homes.

A motion was made to approve the architectural committee as stated above. Approved unanimously

A motion was made that the architectural committee be expanded to five members with one member being selected from each nominating district. *approved unanimously*

The committee has mailed letters to the following residents reference violations of the covenants:

approved with a
Barry Horowitz, 10 Welwyn Way
Steven Lipson, 8 Watchwater Way
Bill Stecher, 4 Radburn Court
Fred Zanoff, 17 Welwyn Way

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Social Committee - party for July 21st (theme undecided).
Regular committee not formed as of this date.

Foreign Policy - Edmund J. Bennett Associates will go before the Planning Commission on Wednesday, June 20th with their request to change plan of NMC to construct 25 townhouse units in place of previously approved village shopping center.

Discussion of CATV will be held in the City Hall at the same time as the Planning Commission meeting. Suggestion was made that a member of the Board of Directors listen in on the discussion.

3. Committee reports (Continued)

Buildings and Grounds committee - Ken Yamamoto, chairman, and Jim Barrier of Landscape Services are planning to meet to resolve the question of private property vs common property.

Ken Yamamoto planning to resign at the end of the month as chairman of the Buildings and Grounds committee because of personal reasons.

(A contract for \$275 was let for the removal of dead trees.) *delete*

Reference the break-in of our clubhouse, Beltway Alarm said there was a short in the system between our clubhouse and their office, thus their failure to respond to our burglary.

Pool & Clubhouse committee - committee decided against recommending the addition of another phone in the clubhouse. The installation would be \$20 and a monthly rate of \$9.00 - usage would not justify expense.

Clubhouse rules should be ready by next meeting. Furniture has been ordered for the fireplace room and racks ordered for the folding chairs.

Budget & Management committee - Approved letters have been sent to homeowners delinquent in their dues.

Formulated procedures for capital improvements. Letters sent to committee chairmen.

Tennis committee - See Attached

Lake Committee - committee established. Chuck Hough is the chairman. First order of business will be setting up of guidelines.

Environment committee - Fountain will be turned on as soon as meter is changed - pump casing needs to be adjusted in order to get at the meter.

Townhouse Maintenance committee - The Board of Directors now has in its hands the corporate books from E.J. Bennett Assoc. legal decision to be given at next meeting.

4. Special Meetings- motion made that all special meetings of the Board of Directors be open to attendance by any members. Executive sessions of the Board will not be open to the public unless invited. Approved unanimously.
5. New Business - Letter sent to the Board of Directors requesting plantings on common area of the 254 New Mark Esplanade area to be done at the residents expense. Letter received from a resident opposing the plantings.

Motion made that the Board of Directors deny these individuals permission to plant on common property. Approved 4 ayes, 1 nay.

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Victor Wood, 5 Tapiola Court and who is associated with McDonald's Corporation in their real estate department had reviewed the lake proposal prepared by the consultants Matz, Childs and Associates, Inc. Mr. Wood suggested that the Board of Directors should be given written specifications by the consultants.

Meeting adjourned at 10:15 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
June 27, 1973

The meeting was called to order at 8:05 p.m. by Chairman, David Lamb.

1. Minutes of June 13, 1973 meeting approved as amended.
2. Treasurer's report:
 - a) Four homeowners still delinquent in their association dues as of 6/27/73
 - b) Books of the corporation to be audited first week in July.

3. CITIZENS FORUM

A number of residents were present at this meeting to voice their opinions, complaints, etc. Among some of the problems mentioned were the following:

Sally Guardia, 100 NME - problem of kids swimming in the lake - what can we do about it?

Kathy Young, 130 NME - Can kids fish in the lake and how do we keep them off private property, etc.?

Bob Gowers, 270 NME - What is the status of the townhouse maintenance committee? Contrary to the Board of Directors rule of not answering these questions at this particular time, Dave Lamb stated that a written opinion of the legality of the townhouse maintenance will be given no later than two weeks today, and that an open meeting of the townhouse owners will be scheduled shortly thereafter.

David Levenson, 150 NME - brought up the problem of the fence along the 100 block of NME and also the maintenance of the 100 block of NME.

Stan Gildenhorn, 160 NME - What is the status of the lake maintenance? Grass treatment, spraying of trees, etc. Have we considered suing E.J. Bennett Associates for the defects in the community.

Barbara Hendley, 220 NME - What about posting rewards for information leading to the capture of vandals?

4. Committee Reports:

Architectural Control Committee - no report

Social Committee - Sandra King-Shaw to be chairman of this committee. July 21st party in planning stages.

Foreign Policy - Board of Directors and a number of New Mark Commons residents met with the Planning Commission on June 20, 1973 in reference to the 25 townhouses that E.J. Bennett Associates would like to build on the commercial area. The outcome of this meeting was that a) the community has to provide a position paper on the community opposition to the 25 townhouses, and b) the Planning Commission has to do more investigative work particularly on the use of the common facilities in the neighborhood. The item has been deferred by the Planning Commission for 5-6 weeks at which time another meeting will be scheduled.

Buildings and Grounds Committee -- A New committee has been formed with Vasia Gmirkin as the chairman. The committee is planning to detail the vandalism costs to date.

Pool and Clubhouse Committee - no report

Townhouse Committee - bids obtained for painting this year.

Budget and Management - no report

Tennis Committee - A report was attached to the minutes of June 13, 1973. Committee requested some of the Homes Association stationery (request has been filled) and also wanted permission to open up their own checking account - decision deferred.

Lake Committee - see letter from soil conservationist attached to minutes of June 13, 1973

5. NEW BUSINESS

A lengthy discussion was held on the conditions of Lake New Mark and the following resolutions were voted upon:

A motion was made that up to \$250 be used to clean up the lake. Approved unanimously.

An amendment to this motion was made that the four areas of high priority as identified by the lake committee and consultants be funded pending proper permits, licensing of lake and availability of funding. Approved, 3 ayes, 2 abstentions.

5. NEW BUSINESS (Continued)

A motion was made that up to \$250 be appropriated for the repair of railing and stabilization of the clubhouse balcony. Approved unanimously

A motion was made that no more than one vote per family be given in any committee. Defeated, 2 ayes, 3 nays

Meeting adjourned

July 10, 1973

Condensed Minutes from 10 July Meeting of the Lake Committee

Members Attending:

Chuck Hough
Bob Gowers
Muriel Grim
Bruce Fonoroff
Margo Fonoroff
Wini Herrmann
Barbara Hendley
Ali Yazdi (New member)

The minutes from the June 21 meeting were amended to indicate that the first motion by the committee was to reject the three landscape related proposals and postpone all beautification efforts until the needed structural problems have been corrected.

MOTION 1 Carried unanimously
That the minutes of the June 21 meeting be adopted as amended.

DISCUSSION

Vasia Gmirkin, chairman of the Buildings and Grounds committee, and members of his committee attended this meeting with the hope of resolving the overlap of interest that had developed within the two committees. The discussion centered around the report from the Scope subcommittee of the Lake committee. The result of this discussion was that all areas listed in this report except those specifically mentioning the lake should become the responsibility of the Buildings and Grounds committee.

MOTION 2 Carried unanimously
That the scope of the Lake committee be as follows:
Care and maintenance of the lake to include:
 Ecological balance
 Siltation
 Stocking of fish
 Lake cleanliness ← Maintenance and functioning of the fountain
 Sales of safety for use of the lake
 Regulation of use of the lake.

Further, that the Buildings and Grounds Committee and Lake Committee should work together on all matters involving the landscaping of the lake and its shores. This will include future combined meetings of the two committees to discuss and establish recommendations on all lake related landscaping.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
July 11, 1973

The meeting was called to order at 8:15 p.m. by Chairman Lamb.

1. Minutes of June 27, 1973 approved.
2. Treasurer's report - no report
3. COMMITTEE REPORTS:

Architectural Control Committee - no report

Social Committee - Party on July 21st to be a "get-acquainted" pool party.

Foreign Policy - no report

Buildings & Grounds - Balcony repaired at a cost of \$113.37. Trash dumpster rented by the Homes Association is being used by the developer thus overloading it and causing trash to be scattered around the parking lot - suggestion was made that we notify the developer to refrain from using our dumpster. (See attached request from committee)

Pool and Clubhouse - no report

Townhouse Maintenance - no report

Budget and Management --no report

Tennis Committee - Revised rules to be published (copies distributed at meeting)

Lake Committee - see report distributed at meeting

4. NEW BUSINESS:

Motion made that we suspend the use of the common facilities to Seymour Baden and we notify him by registered letter, return receipt requested, of such suspension. Approved unanimously.

Amendment to the above motion was made that we include in the letter to Mr. Baden language to the effect that if payment is not received in 30 days of said letter this matter will be referred to legal council for purposes of enforcing our lien pursuant to Article VII, Section 1. Approved unanimously

4. NEW BUSINESS (Continued)

Motion made that we employ the services of a real estate appraiser to determine the value of real estate presently a commercial zone and under the zoning for which the variance has been applied. Defeated - 2 ayes, 3 nays

Tennis rules - new rules were approved except for the authorized tennis lessons rule.

Motion made that the clubhouse responsibilities be removed from the Buildings and Grounds Committee and transferred to the Pool and Clubhouse Committee in its entirety, therefore changing the name to the Grounds Committee.
2 ayes, 2 nays and 1 abstention

Meeting adjourned

MAINTENANCE COMMITTEE REQUESTS (July 10, 1973)

1. Dropping maintenance of clubhouse from scope of maintenance committee.
2. Establish a play area bordered by tennis courts, basketball courts and parking lot.
3. Extend fence along Monroe Street extension for full length of New Mark Commons.
4. Recommend a Security and Vandalism Committee be established. If so, responsibility for fence and lighting should go to this committee.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
July 25, 1973

The meeting was called to order at 8:10 p.m. by the Vice-President, Ben Hendley.

Community Forum was the first item on the agenda and the following people attended the meeting and stated their complaints, etc.:

Paul Lewis - 864 NME - wanted to know who he should get in touch with in reference to installing a fireplace in his family room and also putting in some grill work. He was told to submit his request in writing to the Architectural Control Committee.

Frank Kalin - 222 NME - (1) What is the interim measure for the lake until the master plan is instituted? and (2) What is the status of the fountain?

Neil Potosky - 886 NME - When does the 800 block receive grass maintenance - he has lived here for 3 months and to date no grass has been cut.

A discussion was held between the Board of Directors and the residents attending the meeting as to whether the community is being kept fully informed as to board meetings, resolutions, etc.

2. Minutes of July 11, 1973 approved.
3. Treasurer's report - as of 6/30/73 our income was \$54,100 and our expenses were \$24,700.
4. COMMITTEE REPORTS:

Architectural Control Committee - letter received from Fred Zanoft stating that as far as he is concerned he is not in violation of the covenants, because he has erected a split sapling fence which is allowable in the covenants.

A motion was made that we employ the services of Shaffer, McKeever and Fitzpatrick to obtain an opinion as to the enforcability of the split sapling fence covenant.
Approved - 3 ayes, 2 abstentions

A motion was made that we obtain an expert opinion as to the legality of the fence constructed by the Zanoft's.
Approved - 3 ayes, 2 abstentions.

COMMITTEE REPORTS (Continued)

Architectural Control Committee (Continued)

Motion made that the alledged violations by the Stecher's be referered to an attorney for legal action. Approved - 3 ayes, 1 nay and 1 abstention (Hold off for a couple of weeks)

Social Committee - party of July 21st cancelled - not enough interest - will be rescheduled for September 15th. A party to be held in conjunction with "Lake Day" is tentatively planned for August 18th.

Foreign Policy - No report

Buildings & Grounds - no report

Townhouse Maintenance - written legal opinion to be ready by next meeting.

Budget & Management - no report

Tennis Committee - A motion was made that we accept the Tennis Committee's recommendation that the tennis lessons have priority for a court during the assigned times. Approved - 4 ayes, 1 nay

Amendment was made to the above motion that the assigned times are Tuesday and Thursday from 7 a.m. to 6 p.m. Approved - 4 ayes, 1 nay.

Lake Committee - no report

5. NEW BUSINESS:

Motion made that we pay the electric bill to get the fountain and street light turned on and that we add this item to the list of defects. Approved 4 ayes, 1 nay

Meeting adjourned at 10:30 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
August 8, 1973

The meeting was called to order at 8:10 p.m. by the President, David Lamb.

1. Minutes of July 25, 1973 approved.
2. Treasurer's report - copies of the budget presented to the Officers and Board members. It was suggested that the budget be printed in the upcoming newsletter.
3. COMMITTEE REPORTS

Architectural Control Committee - Joe Taroli resigned as chairman. The committee needs two additional members.

Shaffer, McKeever and Fitzpatrick have been contacted reference to the Covenants. Mr. Van Canada of the firm will submit his opinion to the Board of Directors at no cost to us.

Social Committee - no report

Foreign Policy Committee - The Board of Directors have to file a rebuttal to Jim Driscoll's letter.

Buildings & Grounds Committee - (Report distributed at meeting). Representatives of this committee met with the Board to discuss their charter, etc.

Motion made that the Board of Directors accept the Charter as submitted. Approved 4 ayes

Townhouse Maintenance - A written opinion submitted by Mr. George Paxton was presented to the Board by David Lamb. A lengthy discussion was held and it was decided that Bob Parker would either call or write to Mr. Paxton requesting additional information. A meeting has been scheduled between the Board of Directors, townhouse owners and Mr. Paxton for Wednesday, September 19 at 8:00 p.m. Date of meeting to be published in the upcoming newsletter.

COMMITTEE REPORTS (Continued)

Budget & Management - Vote on recommendation of Budget and Management Committee to authorize Tennis Committee to have tennis courts resurfaced at an estimated cost of \$4,000. Source for these funds are \$2,000 appropriated to Tennis Committee from 1972 budget and \$2,000 appropriated to Pool and Clubhouse Committee from 1972 budget. Approved 3 ayes, 1 abstention

Pool and Clubhouse Committee - Clubhouse guidelines tabled until next meeting.

Tennis Committee - Outline of responsibilities tabled until next meeting.

Lake Committee -- no report

Meeting adjourned at 10:20 p.m.

August 1, 1973

Paul:

The attached represents the Tennis Committee's views as to the proper definition of its duties and responsibilities. It is the product of considerable discussion and interchange of ideas and has been reviewed by all members of the committee.

It no doubt contains points/which the Board/~~may~~ ^{with} ^{will} disagree. If indeed it does contain controversial points, I would appreciate the opportunity to discuss these points with you and the other members, informally or formally, before the Board takes final action. I will, however, be out of town until August 13.

Thanks,


Jack

DRAFT 8/1/73


RESPONSIBILITIES OF THE NMC TENNIS COMMITTEE

The Tennis Committee is responsible for the development and execution of the NMC community tennis program, in accordance with the policy guidelines established by the Board of Directors of the NMC Homes Association. The Committee is accountable to the Board and shall be chaired by a person named by the Board. The Committee's specific responsibilities include:

- 1) The maintenance and operation of the community tennis courts and related facilities;
- 2) The determination and promulgation of rules and procedures governing the use of community tennis facilities;
- 3) The development and execution of community tennis programs, including tournaments, leagues, professional instruction and clinics, for the purpose of advancing tennis as a community activity; and
- 4) The elaboration of plans for the improvement and enlargement of community tennis facilities, which shall be submitted to the Board for review and approval, and their implementation when approved.

Annually, at times and in accordance with procedures determined by the Board, the Committee shall prepare operational and capital budgets for review and approval by the Board. Upon approval of these budgets, the committee shall be authorized to purchase and contract for supplies, equipment and services pursuant thereto, rendering a proper accounting for these expenditures to the Board. The Committee, in addition, shall be authorized to collect, hold and disburse funds in connection with specific activities (e. g. tennis tournaments), provided that such activities are included in the approved budget and that a complete accounting for such funds is presented to the Board within 15 days following conclusion of the event.

Submitted for the Tennis Committee:


Jack R. Blons
Chairman

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
August 22, 1973

The meeting was called to order at 8:10 p.m. by the President, David Lamb.

1. Minutes of August 8, 1973 approved as amended.
2. Treasurer's report - none
3. Citizens Forum:

Deanna Woods, editor of the New Mark News, presented some ideas for better communication within the community, i.e., bulletin boards posted within the entrances to New Mark Commons; hiring of teenager to deliver newsletters, flyers, etc. thus ensuring prompt delivery of said items.

4. COMMITTEE REPORTS

Social Committee - Sandra King-Shaw presented the committee's plans for social events for the coming year (September thru Spring 1974).

September 15, 1973 will be a crab-chicken feast for adults.
September 16, 1973 will be a kids party at the clubhouse.
Dinner-dance tentatively scheduled for either November or December.

February 1974 - West Indian Carnival

Blocks parties tentatively planned to be held before December.
The kids will have their own social committee

Pool & Clubhouse Committee - Jay Josephs discussed the clubhouse guidelines recently presented to the Board of Directors for approval

5. NEW BUSINESS

Lake - A motion was made that the \$650 fountain be purchased and the service in place be converted to 110 volt without removing the three phase converter in place. Unanimously approved.

An amendment was added to the above motion that we remove the original fountain and sell it for the best price possible. Unanimously approved.

A motion was made that we take the money for the fountain from the 1972 lake appropriation. Unanimously approved.

5. NEW BUSINESS (Continued)

Landscape Proposal - A motion was made to amend the Landscape Services contract to include the 800 block of New Mark Esplanade. Unanimously approved

An amendment to the above motion was made to read \$125 for the months of September and October. Unanimously approved.

Block Captains - Outline approved as presented by E.Grenning.

Tennis Responsibilities - tabled until next meeting.

Bonus for swim coach - tabled until Paul Holland checks with Chuck Manclark.

Playgroup - tabled until Jay Josephs and Bob Parker have met with Judy Mermelstein.

6. OTHER BUSINESS

Letter from David Jacobsohn, 336 NME - a motion was made that we do not respond favorably to the request of Mr. Jacobsohn - 4 ayes, 1 abstention.

Meeting adjourned at 10:45 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
September 12, 1973

The meeting was called to order at 8:05 p.m. by Vice President, Ben Hendley.

1. Minutes of August 22, 1973 approved as amended.
2. Treasurer's report - none
3. COMMITTEE REPORTS:

Architectural - non

Social - Adult part 9/15; kids party 9/16

Foreign Policy - Planning Commission meeting scheduled for 9/19/73 to make a decision on E.J. Bennett's PRU ref the 25 townhouses.

Environmental Maintenance - Budget presented to the Board of Directors for approval. Bruce Fonoroff was present to discuss the budget and answer questions from the Board (bored) members.

A motion was made that we accepted the operating budget of the Environmental Maintenance Committee with the following changes: Delete item #3 changing the total of the budget to \$1746. Approved unanimously.

Townhouse - meeting scheduled for 9/19 in the clubhouse to discuss the maintenance problem. Time of the meeting changed to 9:00 p.m. because of the conflict with the Planning Commission's meeting.

Budget & Management - none

Pool & Clubhouse - Playgroup has 42 applicants as of 8/27/73 (there is room for additional applicants). The playgroup needs a set of keys and arrangements for cleanup.

Tennis - open doubles tournament; mixed doubles at end of month; tennis league world series in the fall.

Lake - Fountain has been purchased and delivered. Olney Electric contacted to install said item.

4. NEW BUSINESS:

Trailer removal - Ed Grenning to call City of Rockville to inquire about legality.

Trash Cans - taken care of under Environmental Maintenance Committee.

5. OLD BUSINESS:

Tennis responsibilities - tabled until next meeting

Bonus for swim coach - Motion made that we approved a bonus for our swim coach and that we send him \$50. Unanimously approved.

Distribution of newsletter, flyers, etc. - Motion that we hire Stefan Grossman to deliver the flyers and newsletters at a flat rate of \$5.00 per delivery. Said items to be delivered within 24 hours after drop. Unanimously approved. (defacto resolution)

6. OTHER BUSINESS

News editor would like to have her own budget - response unfavorable.

Landscape Maintenance - motion that we accept Jim Barrier's amendment to our maintenance contract. Approved 3 ayes, 1 abstention.

Meeting adjourned at 10:15 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
October 10, 1973

The meeting was called to order at 8:10 p.m. by the President, David Lamb.

1. Minutes of September 12, 1973 approved as amended.
2. Treasurer's report - none
3. COMMITTEE REPORTS:

Architectural - New committee formed of the following people: Howard Weinstein, Mary Helen Smail, Beverly Davis, Leonora Weinstein (no relation to Howard) and David Lamb, Chairman of the committee.

Social - Dinner-theatre party scheduled for November 2, 1973 at the Harlequin Dinner Theatre.
Halloween Party scheduled on 10/27/73 (later changed to 10/30/73) for the younger residents of NMC (kids).

Foreign Policy - none

Environmental Maintenance - Committee working up job description on maintenance man; will propose recommendations to the Board in the very near future.

Townhouse - Gary Guardia presented the townhouse ad hoc committee's recommendations to the Board. The following motions were presented after a very lengthy discussion:

A motion was made that the Board of Directors vote to reimburse the townhouse maintenance committee \$9,000.
Not carried - 2 ayes, 1 nay, 1 abstention.

Bob Parker moved that the Homes Association not pay monies to the TMC for the landscape contracts on common lands in 1971 and 1972 until a release is obtained from Bennett Associates for the townhouse maintenance and an accounting of TMC funds from 1967 to 1971. Any monies held by Bennett Associates should be refunded to the TMC. Motion died.

Motion was made that the deficit money in the amount of \$12,800 be raised by special assessment as per the By-laws on those residences that existed in 1971 and 1972 the period of time incurred by the Resident Management Committee. Motion dead

3. COMMITTEE REPORTS (Continued)

Townhouse (Cont'd)

"Dave Lamb moved that ^{\$9,000} (\$7,000) be refunded to townhouse fund for proportionate reimbursement, subject to compliance with legal issues regarding cross releases between builder, owner, and homeowners association, in addition to full accounting by builder as to years prior to 1971. 20/100
2/10/75

Amend the motion to read \$9,000. Motion dead
(Ben Hendley amended the motion)

Ed Grenning moved that the \$7,000 be increased to \$12,896 and that we do not repay the money until we have the money. Not carried 2 ayes, 2 nays.

Budget & Management - none

Pool & Clubhouse - tabled until next meeting

Tennis - tennis courts to be resurfaced next spring.

Lake - tabled until next meeting

4. OLD BUSINESS

Lake - fountain; bulkheading - tabled until next meeting

Trailer - E. Grenning spoke to Mr. Groff of the City of Rockville. A registered letter was sent by the City to J. Discoll requesting that the trailer be removed by October 12, 1973. If it is not removed by then, the City will removed the trailer and bill Bennett Associates.

5. NEW BUSINESS

New Director - a motion was made that Ken Misner be appointed to the Board until the term expires in March 1974. Unanimously approved.

Maintenance Man - tabled until next meeting

Travel Agency - letter sent disclaiming homeowners association.

Meeting adjourned at approximately 10:40 p.m.

Mr. Dave Lamb
President
Board of Directors
New Mark Commons Home Owners Association
Rockville

11 October 1973

Dear Mr. Lamb,

At the time our homes were being built, we were told that a security fence would be erected around the development. We were quite gratified to see that the fence had been built up to house no. 294 behind New Mark Esplanade. However, we urgently feel that the fence should be continued down to Dog Wood Park. It is now a dangerous situation for children playing in our back yards, because they adjoin the parking lot and road near the Summit Apartments. Our yards are frequently littered from the parking lot and used as through-way by the people living in those apartments. We have collected garbage cans full of beer cans, broken glass and other debris.

As home owners in New Mark Commons we feel that this situation is something we should not have to contend with. We strongly urge the Home Owners Association to complete the fence as quickly as possible.

A. Bloom

M. Parlato

H. Potorsky

A. Crane

A. Revesz

Loretta M. Stallings

T. R. Bassison

Stephana Smitte

Herbert Kinnock

J. Koslow

J. Hildesheim

R. Katz

B. Beuch

H. Soumerai

W. Platkin

K. Hanover

R. L. Thornton

Neal Massey

R. Segal

R. Boothby

R. Boothby

R. Boothby

340-0785

TO: DAVID LAMB, PRESIDENT, NMC HOME OWNERS ASSOCIATION
FU: CHARLES W. ALUMND, 338 NWE, 340-4227.

PRESUBMIT TO YOUR APPOINTMENT OF THE WRITER AS CHAIRMAN
OF THE "TOWNHOUSE MAINTENANCE STUDY COMMITTEE", THE FOLLOWING
COMMITTEE MEMBERS WERE SELECTED:

CHARLES ALUMND, 300 BUCK, CHAIRMAN
KEN MISNER, 300 " "
PATRICK DIBELL, 200 " "
BEN HENDERLY, 200 " "
GARY GUARDIA, 100 " "
PAT TAYLOR, 500 " "
BONNIE SUTKIN, 800 " "

THE COMMITTEE MET ON OCTOBER 3 TO CONSIDER
THE TWO DUMMERY ISSUES:

- A) DISBURSEMENT OF FUNDS IN THE TOWNHOUSE
MAINTENANCE ACCOUNT.
- B) FUTURE TOWNHOUSE MAINTENANCE.
LENGTHY DISCUSSION AND SUBSEQUENT VOTES PROVIDED
THE FOLLOWING RECOMMENDATIONS TO THE NMC BOARD OF
DIRECTORS:

A) DISBURSEMENT OF FUNDS:

- 1) ALL TOWNHOUSE DUES PAID FOR 1973 WILL BE
REFUNDED IN FULL.
- 2) A PROPOSED REFUND OF REMAINING FUNDS WILL
BE MADE TO TOWNHOUSE OWNERS IN THE 100,
200, 300, 400 AND 500 BUCKS. (800 BUCK

AND TWO 200 BLOCK OWNERS WILL NOT PARTICIPATE IN THE PROVISION BECAUSE ALL CLOSED IN 1973 AND WILL RECEIVE FULL REFUND.

- 3) THE PROVISION DATE FOR THE 400 AND 500 BLOCKS WILL BE ADJUSTED TO THE DATES THEIR TOWNHOUSES WERE DATED.
- 4) A FORMULA HAS BEEN DEVISED TO PRORATE FUNDS EQUALLY, BASED UPON THE ORIGINAL CLOSING DATE OF THE HOUSE, NOT THE PRESENT OWNERS CLOSING DATE. MONTHS OF OCCUPANCY WILL BE THE UNIT, STARTING WITH THE FIRST CLOSING DATE OF THE 300 BLOCK AND ENDING WITH DECEMBER, 1972.

B) FUTURE TOWNHOUSE MAINTENANCE:

- 1) EACH OWNER WILL BE RESPONSIBLE FOR MAINTAINING HIS TOWNHOUSE SUBJECT TO THE APPROVAL OF THE ARCHITECTURAL CONTROL COMMITTEE.
- 2) IT IS RECOMMENDED THAT GROUPS OF TOWNHOUSES FORM A COOPERATIVE TO SELECT CONTRACTORS AND MAINTAIN UNIFORM APPEARANCE, FURTHER THAT THE ARCHITECTURAL CONTROL COMMITTEE PROVIDE LEADERSHIP IN LOCATING QUALIFIED CONTRACTORS.

C) ADDITIONAL RECOMMENDATIONS:

- 1) THAT THE BOARD INCREASE THE STRENGTH, AUTHORITY AND ACTION OF THE ARCHITECTURAL

CONTROL COMMITTEE FOR THE OVERALL BETTERMENT OF THE COMMUNITY.

2) THAT THE BOARD APPOINT "BLOCK MONITORS" FOR ALL HOUSING UNITS TO:

- a) OVERSEE GROUNDS MAINTENANCE AND MAKE REPORTS.
- b) PERIODICALLY INSPECT CONDITION OF HOUSING UNITS IN THEIR BLOCK.
- c) MAKE RECOMMENDATIONS TO THE ARCHITECTURAL CONTROL COMMITTEE FOR NEEDED IMPROVEMENTS AND MAINTENANCE.

3) THAT THE BOARD RETAIN A FULL-TIME GROUNDS KEEPER TO FURTHER OVERALL IMPROVEMENT OF COMMUNITY GROUNDS.

RESPECTFULLY SUBMITTED, Oct 10, 1973

[Handwritten signature]

FORMULA:

$$1) \frac{\text{MONTHS INDIVIDUAL HOUSE}}{\text{TOTAL MONTHS} - \text{DEC '72}} = 1.0 \text{ OR LESS}$$

$$2) \text{ ADD TOTAL UNITS} = \underline{\hspace{2cm}}$$

$$3) \frac{\text{UNITS IND. HOUSE}}{\text{TOTAL UNITS}} = \% \text{ TOTAL } \$$$

$$4) \% \text{ of TOTAL } \$ \times \text{ TOTAL } \$ = \$ \text{ REFUND}$$

EXAMPLE: #7 HOUSES, 12 MO. TOTAL PERIOD,
 1000 TOTAL REFUND. 3 HOUSES
 12 MO. PERIOD; 4 HOUSES 6 MO. PERIOD

1 - $\frac{12}{12} = 1.0$	- $\frac{1}{5} = .2$	$\times 1000 = 200^{00}$
2 - $\frac{12}{12} = 1.0$	- $\frac{1}{5} = .2$	$\times 1000 = 200^{00}$
3 - $\frac{12}{12} = 1.0$	- $\frac{1}{5} = .2$	$\times 1000 = 200^{00}$
4 - $\frac{6}{12} = 0.5$	- $\frac{1}{5} = .1$	$\times 1000 = 100^{00}$
5 - $\frac{6}{12} = 0.5$	- $\frac{1}{5} = .1$	$\times 1000 = 100^{00}$
6 - $\frac{6}{12} = 0.5$	- $\frac{1}{5} = .1$	$\times 1000 = 100^{00}$
7 - $\frac{6}{12} = 0.5$	- $\frac{1}{5} = .1$	$\times 1000 = 100^{00}$

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
November 14, 1973

The meeting was called to order at 9:05 p.m. by the President,
David Lamb.

ATTENDEES:

D. Lamb
B. Hendley
B. Parker
P. Taylor

1. Minutes of October 31, 1973 meeting approved.
2. Treasurer's report - none
3. Committee reports - none
4. Old Business:
 - a. Janitorial Service - item dropped temporarily.
 - b. Townhouse Monies - tabled until next meeting.
 - c. Lake - Matz, Childs & Associates proposal accepted with one or two slight changes. (A motion was made and carried that we accept the proposal.)
5. New Business:
 - a. Non-resident members of the Four Seasons Club - A motion was made and carried that we extend 1974 memberships to those eleven families, now current members, that live within the city limits of Rockville and that these memberships are non-transferable.
 - b. Open House - no money!
6. Other Business:

none
7. Meeting adjourned at 10:30 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
November 28, 1973

The meeting was called to order at 8:30 p.m. by the President,
David Lamb.

ATTENDEES:

D. Lamb
E. Grenning
B. Hendley
P. Taylor
B. Parker

Also: C. Almand

1. Minutes of November 14, 1973 approved.

2. Treasurer's report - none

3. Citizens Forum - none

4. Committee reports - none

5. Old Business:- none

Townhouse monies - it was agreed by those present to go ahead with the formula worked out by the Ad hoc townhouse committee for distributing the 71 and 72 monies. The ad hoc committee (C.Almand) was told that there was no reason to delay in distributing the 1973 monies.

Lake - nothing to discuss at present

6. New Business:

Tennis budget - A motion was made and carried that we accept the special budget as modified in the amount of \$289 for the purchase of wind screens and replacement net.

Lawsuit (E.J.Bennett & Assoc.vs City of Rockville) - A motion was made and carried that we approve up to \$500 to authorize Lamb, Eastman and Keats to proceed with an intervenor suit.

Special meeting - A motion was made that we hold a special meeting on 1/16/74 for the purpose of discussing and voting an increase in dues in excess of the increase of the cost of living index and to discuss the community position as to the alternate uses of the remaining Bennett property. Unanimously approved.

Meeting adjourned at 10:20 p.m.

NEW MARK COMMONS HOMES ASSOCIATION, INC.
Board of Directors Meeting
December 17, 1973

The meeting was called to order at 7:15 p.m. by the President,
David Lamb.

ATTENDEES:

D. Lamb
B. Hendley
E. Grenning
K. Misner
B. Parker
P. Taylor

Also:

B. Fordham
S. Plotkin
M. Billings

The only item on the agenda for this meeting was the proposed 1974 budget. Members of the Budget & Management Committee were present to discuss and answer questions. Copies of the proposed budget were distributed to the Board of Directors prior to the meeting.

After a lengthy discussion, a few changes were made in the budget (see below). Discussion of the budget will be continued at the next meeting (1/9/74).

Changes were made in the following items:

Environmental Maintenance - increase proposed figure
from \$4135 to \$4826

Maintenance - increase proposed figure from \$22,000
to \$30,000

Total of 1974 Operating budget (proposed) increased
from \$54,415 to \$73,056. (Does not include the \$13,000
to be refunded to townhouse residents for 71 and 72.)

Meeting adjourned at 9:45 p.m.