

**Woods of Wimbledon Homeowner Association Board
Monthly Civic Association Meeting
September 14 2004**

In Attendance

Meeting was conducted at the home of Bill and Holli Hearn, 15019 Marlebone Court at 7:30pm. The following Board members were present: George Clifton, Charles Tovey, Neil Backes, Bill Hearn, Holli Hearn, Mim Dennis, Tom Devine, and Chris Burns. Not present: Jeff Bosh.

Minutes from Previous Meeting

- Review and approval of August meeting minutes. Neil motioned for approval; Bill seconded the motion and board approved.

Old Business

Telephone Directories

- All directories have been distributed
- New directory information already in progress
- Planning to get to the printers by January 1 2005
- Suggestion that we mention changes to directory in the newsletter as an ongoing section

Website

- The website had increased visitors last month but still not any notable volume
- Security alert seemed to draw more residents to the website
- WOW resident has volunteered to put together a profile of WOW for non-secure area for our website.

Nomination Committee

- George will ask Mike George to head committee for upcoming elections
- See Election section under new business for more information on this.

Treasurer's Report / Delinquent Maintenance Fees (Bill Hearn)

- See Treasurer's report attached at the end of this document (Attachment A).
- Included transaction report in this months report.
- Bill will create a transaction report for one other officer to sign off.
- Snider (Benfer) and Frankoff (Marlebone) are the only outstanding accounts.
- Treasurer's Report was reviewed and approved by board.

Deed Restrictions

- See deed restriction violation summary report at the end of the document (Attachment B).
- More activity this month with minor violations like garbage cans, etc.

Sign Replacements

- Signs have been ordered and Chris Burns will report when they are ready.

Holiday Decorations

- As a suggestion from the July meeting, George will contact Ruth Michaels about officially heading up the decorating for holidays in the subdivision. George will report status at an upcoming meeting.

Wall and Drainage Issue

- Neil reported on discussions with Rodney of Green Spouts about the repairs to the exposed footing sections. Neil recommended that the ground repairs happen before end of year and in conjunction with the patching of the drainage holes in the wall.
- Neil reviewed draft letter to homeowners who have created unauthorized holes in the wall for drainage purposes. Letter will be reworked based on comments.
- Action from discussion is that Neil will get estimates on brick repairs, reword the letter to homeowners, and report back to board. Neil will work with the board at the next meeting to create an action plan.
- Neil will include other work to be done on the wall (repairing stress fractures) in the brick estimate.

Records Retention

- Follow-up from July meeting on plan to rent storage space for records. George took action to find an air-conditioned storage place for subdivision records.
- George talked to the records retention firm he uses for his law firm. The cost for our limited number of documents would be prohibitive.
- Suggestions from the board included getting an estimate from an independent air-conditioned storage place, sharing space with another subdivision, and combining the storage of our Christmas decorations with the records.
- Charles Tovey will research several locations and report to the board

New Business

House Numbers

- Bill received an offer to paint all house in the subdivision for \$6.50 per house.
- George thought that we will have to get approval from each homeowner
- Board agreed that this is worth pursuing
- George will put together a plan and mail it out for review
- Plan summary – Lure people to website through sign
- On Website, outline the program and notify them that a card is coming to them for their free curb painting
- Send out postcard with approval
- Holli to send out postcard, website language, and email text to George and Neil for review
- Target this for next month

Annual Meeting

- Annual meeting planned for November 30, 2004
- Discussions about creating nominating committee, venue, and ballot creation
- Poll of current board members that wanted to return for another term: Chris Burns, George Clifton, Charles Tovey, Tom Devine, and Bill Hearn. Holli Hearn expressed interest in taking on an official position on the board.
- George to contact Mike George to head an independent nominating committee for the upcoming elections.

Adjournment

- Meeting adjourned at 9:25pm
- Next meeting is October 12 at George Clifton's House at 7:30pm.

Attachment A: Treasurer's Report for the Month of September 2004

<u>Wells Fargo Accounts</u>	<u>Prior Month</u>	<u>Current Month</u>	<u>Change</u>
Operating Account	\$26,889.67	\$23,596.73	(\$3,292.94)
Contingency Account	7,703.83	7,704.48	0.65
Capital Account	66,721.71	66,749.98	28.27
Total Cash In Bank	\$101,315.21	\$98,051.19	(\$3,264.02)

2004 Maintenance Fees

Budgeted 127 Homes @ \$400	\$50,800.00
Collected 124.5 Homes Through 9/14/04	49,850.00
Amount Outstanding (2.5 Homes)	\$950.00

Prior Year Delinquent Fees

Total	\$0.00
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Notes

Home at 5127 Wightman (Diamond) sold - no info on closing as of today's date.
 Snider (Benfer) delinquency referred to Charley Prine for filing of lien and waiting on balance from Frankoff

<u>Operating Statement</u>	<u>Annual Budget</u>	<u>YTD Actual</u>	<u>Budget Less Actual</u>	<u>YTD Prior Month</u>	<u>Monthly Change</u>
Maintenance Fees (1)	\$50,800.00	\$44,000.00	(\$6,800.00)	\$43,950.00	\$50.00
Late/Transfer Fees & Interest	1,200.00	1,780.62	580.62	1,701.70	78.92
Total Income	\$52,000.00	\$45,780.62	(\$6,219.38)	\$45,651.70	\$128.92
Deed Restriction Enforcement	\$7,200.00	\$1,120.90	\$6,079.10	\$1,097.90	\$23.00
Federal Income Tax	175.00	131.00	44.00	131.00	0.00
Insurance	1,500.00	1,382.00	118.00	1,382.00	0.00
Landscaping	4,500.00	3,296.60	1,203.40	2,931.95	364.65
Miscellaneous	2,315.00	631.34	1,683.66	597.73	33.61
Mosquito Control	1,200.00	900.00	300.00	700.00	200.00
Office Supplies	250.00	58.65	191.35	58.65	0.00
Post Office Box	135.00	126.00	9.00	126.00	0.00
Professional Fees	225.00	160.00	65.00	160.00	0.00
Repairs & Maintenance	600.00	0.00	600.00	0.00	0.00
Trash Disposal	26,400.00	19,625.22	6,774.78	17,444.64	2,180.58
Utilities	7,500.00	5,055.65	2,444.35	4,464.55	591.10
Total Expenses	\$52,000.00	\$32,487.36	\$19,512.64	\$29,094.42	\$3,392.94
Surplus (Shortfall)	\$0.00	\$13,293.26	\$16,557.28	(\$3,264.02)	

(1) - \$8,600 of 2004 maintenance fees received in December 2003.

Attachment B: Deed Restriction Violation Report for September 2004

Date Received	Notification Received From	Date Sent	Violation	Name	Address	Comments / Response
28-Aug-04	Polly Black	30-Aug-04	Cars parked in street	Snider	14915 Benfer	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Akers	15002 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Baker	15010 Rose Cottage	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Janese	15215 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Kennedy	15006 Rose Cottage	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Velasquez	15003 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Cars in cul-de-sac	Zaleske	15211 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Buford	15107 Rose Cottage	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Frankoff	15014 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Germenis	5111 Wightman	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Ginther	15210 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Hollis	15018 Rose Cottage	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Morris III	15203 Benfer	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Nealy	15102 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Starr	15206 Marlebone	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Susewind	5126 Westerham	
29-Aug-04	Holli Hearn	30-Aug-04	Trash before 6 pm	Delonais	5103 Wightman	
29-Aug-04	Holli Hearn	30-Aug-04	Weed, edge, cut & trim	Hoogendoorn	15214 Benfer	
29-Aug-04	Holli Hearn	30-Aug-04	Weed, edge, cut & trim	Morris III	15203 Benfer	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	King	15007 Benfer	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Diamond	5127 Wightman	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Germenis	5111 Wightman	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Nealy	15102 Marlebone	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Ginther	15210 Marlebone	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Frankoff	15014 Marlebone	
11-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Akers	15002 Marlebone	
12-Sep-04	Holli Hearn	13-Sep-04	Cars in cul-de-sac	Crocenzi	15107 Marlebone	
12-Sep-04	Holli Hearn	13-Sep-04	Weed, edge, cut & trim	Malone	15014 Rose Cottage	
12-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Morel	15107 Benfer	
12-Sep-04	Holli Hearn	13-Sep-04	Trash before 6 pm	Eggert	5115 Westerham	
12-Sep-04	Holli Hearn	13-Sep-04	Sign in yard			