

FOUNTAIN HILLS COMMUNITY ASSOCIATION, INC.

c/o Vanguard Management Associates, Inc.
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Board of Directors Meeting
Thursday, March 3, 2005

MINUTES

The meeting was called to order at approximately 7:31p.m.

Present were:

Tom McDowell	Frank Walsh	Steven Muse (arrived 8:27p.m.)
Siu Poon	James Caddell	Clifford Gonsalves

Craig Wilson and William Whitney of Vanguard Management

There was one (1) homeowner.

The meeting was called to order at 7:35p.m.

Homeowner Open Floor:

A homeowner noted a problem on Lake Geneva Way with two (2) neighbors who refuse to pick-up after their dogs. A discussion ensued concerning the covenants and rules and the violation enforcement process.

Mr. Gonsalves noted that he has had a similar problem with a neighbor and that he had spoken directly with this neighbor and resolved the problem.

Meeting Minutes:

There were no minutes for review.

Reports of Officers:

There were no reports.

Reports of Committees:

ARC	There have been no applications for review.
Fountain Hills Condominium	Frank Walsh reported that the building damaged by fire is not completely finished.
Pool Committee	No report.
Grounds/Landscaping Committee	No report.
Web Site	No report.
Social Committee	No report.

Committee Liaisons

It was agreed to retire all committee liaisons and call upon Board members as needed to work with committees.

Management Report:

• **Parking on Public Streets in Village Area.**

The Board reviewed the draft survey and an e-mail from Bill Renner on the subject. It was the consensus of the Board that the survey be distributed as presented.

• **Concrete Mailbox Pad on Harmony Woods Lane.**

The Postal Service has approved the relocation of the mailbox on Harmony Woods Lane and Management obtained competitive quotes for the necessary concrete work. This work still must be approved by the Townes at Chestnut Oaks Homeowners Association.

MOTION By Siu Poon to accept the proposal from RJ Landscaping to install the new mailbox concrete pad on Harmony Woods Lane at a cost of \$875.00. The motion was seconded by James Caddell and passed without opposition.

• **Laddering of Reserve Investments.**

Management has suggested a laddering of reserve investments (an amount of \$300,000.00) in a 5-year ladder (\$70,000.00/yr) with maturity dates from 2006 through 2010.

MOTION By Tom McDowell to invest the reserve funds in a 5-year ladder as suggested by Management. The motion was seconded by Siu Poon and was passed without opposition.

• **Pool Passes as Related to Delinquencies.**

Management asked for Board direction with respect to withholding of pool passes for unpaid assessments. It was noted that, based upon the current delinquency report, there would be approximately 74 households that would be denied passes. It was the consensus of the Board that pool passes be withheld for any amount that is past due. It was also noted that Vanguard would forward pool passes to Legum & Norman, management for the Fountain Hills Condominium, for any delinquent condominium owners.

Old Business:

• **Maintenance Inspections.**

There was a discussion of the draft inspection form provided by Management and whether the inspection would be performed by volunteers or by paid inspectors. After some discussion, Tom McDowell suggested that the Board discuss the matter further at the April Board meeting and that the Board conduct a "field trip" to perform a "mock" inspection on April 9th.

New Business:

Steven Muse raised a question about various issues of homeowner violations in the area of Lake Geneva way and asked about Management conducting monthly visits and that there "used to be" regular violation notices sent out on various violations. He questioned the requirement expressed by Management that complaints be in writing and expressed a concern that written complaints are not really confidential.

Mr. Wilson explained that Management does not, as a rule, inspect the individual homes for violations unless a complaint is received. Management inspections are confined to common areas and that, on occasion, Management will note homes with egregious problems that cannot be missed. The issue of written complaints being required must be a mis-

communication of some sort as it was Management's policy is that written complaints are required on violations that cannot be independently verified (e.g. pet and noise violations). If a violation can be inspected and verified independently (e.g. trash cans left out in view), Management does not require a written complaint. Management will inspect and issue an appropriate violation notice.

On the issue of confidentiality, Mr. Wilson noted that Maryland law (§11B, Real Property, Annotated Code of MD) specifies that all books and records of an Association be open and available for review and copying by Members. While Management does not divulge the identity of a complainant, if someone is intent upon finding out if there was a complaint and by whom, they have a right to review the files.

- **Suggestion Box.**

The idea of having a suggestion box at the pool was raised as was the idea of having a Board member or two station themselves at the pool house 1-2 nights each month to be accessible to homeowners. It was noted that the Board members are already available each month at the regular Board meeting and that being at the pool may result in only hearing complaints rather seeking constructive feedback and/or suggestions. Management was asked to get pricing information on a suggestion box.

The meeting was adjourned at approximately 9:10p.m.

The next meeting will be on April 7, 2005, at the Up-County Government Services Center.

Respectfully submitted,

Craig F. Wilson, Jr., CMCA®, AMS®
Community Manager, Acting Recording Secretary