

# ***Fountainview Homeowner's Association, Inc.***

## ***Board of Director's Meeting Minutes***

June 28, 2012

Jeff Paules called the meeting to order at 6:10 p.m.

### **I. Roll call**

Jeff Paules, Pam Arnold, Debbie Vessa, Jeremy Baughman, Charles Young and Linda Shein were present.

### **II. Open Items**

- (a) Insurance Policy Review – The Board is looking at proposals to perhaps save money on their insurance policy. One policy from State Farm was reviewed, though it had a higher deductible than the current policy from Nationwide. After discussion, Sunshine Management will investigate further and call a local representative at Erie Insurance and request a quote. In addition, further information will be requested from the Nationwide policy writer, to present to the board for discussion and review. Pam Arnold committed to meeting with the current representative of the policy in force for the community.
- (b) Volley Ball Court – The board decided to table the discussion until next year.
- (c) Delinquencies – Sunshine Management will present an update to the Board on the current delinquencies at the community in July. The report will include the homeowner and the legal remedy taken on these accounts. To date, the same individuals are not paying their dues.
- (d) Pet Violation Letters – It was determined that after June 30, 2012, Sunshine Management will visit the homeowners to find out the status of the removal of the third dog/pet at the two homeowner's residences and report back to the board. At that time, a fine will be imposed if the dogs remain on the premises. A written document will be sent to the homeowner's and notarized, to be certain this is the case. Should the dogs be found on the premises, the board will have the authority to fine these homeowners again.
- (e) Violations – The board decided that there would be a three step process in siting violations. A courtesy letter will be written to warn the homeowner of the said violation, the second letter will be a violation letter stating the rule/regulation that they are violating, with the fine amount that will be assessed should they not meet the deadline, and the third letter would go out with a fine after the date has passed, and/if the violation is not corrected. Sunshine Management will draft the final letter for distribution to the members and after the board has approved it, this will become a standard procedure.

It was decided that the Board would like to do a mailer to the homeowners to provide a solution (to the problematic violations in the neighborhood), surrounding trash cans. The purchase of lattice fencing to keep the trash cans out of view. Linda will photograph a sample of this construction project and include it.

Should new construction be sited by the board, notice should be given to Linda and if she sees new construction will immediately send out the Architectural Approval for this homeowner. This is not an option, it is a requirement.

Washington County will be notified regarding the basketball hoops on streets and the dangerous situation that occurs when the children are playing and individuals driving through the community are not able to see around parked cars, which is prevalent. Linda will notify the County regarding the issue, and report back to the Board.

(f) Pavilion Update – Excavating has begun and the project has started. It was decided that Jeff has authority to ask for swings to be relocated, a timber at the sandbox replaced, and to have two tables moved to the new pavilion area. It was approved to reimburse the money market fund (that is managed by Pam Arnold) for \$2000.00 which should be out of the general operating fund that is at Sunshine Management.

(h) The board asked if Cara Baughman could facilitate the delivery of 4<sup>th</sup> of July flyers regarding the fireworks that are against the regulations of the community, and the State of Maryland. It was approved to pay her \$25.00 for this effort. Pam Arnold facilitated the copying of the flyers, and this is less expensive than mailing them.

Meeting Adjourned: 8:15 p.m.

Adjournment:

The meeting adjourned at 8:00 p.m.

Minutes submitted by: Linda Shein, CMCA, AMS - Community Property Manager

