

Fountainview Homeowners' Association, Inc.

February 2, 2015

The Board of Directors of the Fountainview Homeowners' Association met on Monday, February 2, 2015 at 6:30 p.m. at The Barn at the View 14113 Pennsylvania Avenue, Hagerstown, Md. Board members present were Brian Kelley, President; Steven Walters, Vice President; Karen Saunders, Secretary; Pamela Arnold, Treasurer; Mike Holler; and Debbie Vessa. Mozelle Lopez, Property Manager, from Sunshine Management was present. Amy Paules; and Lisa Noel were not present.

The meeting was called to order by President Brian Kelley at 6:32 p.m. and quorum was established. The following items were discussed:

Prior to February 2, 2015 Pamela Arnold emailed all the current board members an official letter of her resignation as a member on the Fountainview Homeowners' Association as well as her position as Treasurer. Pamela will remain a member until the Annual meeting in April is adjourned.

- Acceptance of Minutes: Brian Kelley motioned for acceptance of the November 4, 2014 Board Meeting Minutes, Pamela Arnold seconded the motion; all in favor motion passed.
 - Financials: Pam Arnold reported on the following:
 - A. Bank Account Balances: Pamela Arnold verbally went over all accounts containing a Balance. Those accounts as of December 31, 2014 are as followed:
 - (1) Certificate of Deposit \$45,211.68
 - (2) Money Market Account \$17,562.10
 - (3) Operating Account \$5,311.98
 - (4) Sunshine Account \$3,740.62
- All combined accounts total 71,826.38. Amounts on the balance sheet, profit and loss statement, operating income and expense report were accepted.

B. Other financial information:

- (1) Pamela Arnold reviewed the amount from each bank statement. The bank statements are mailed to a Post office box in Maugansville, Maryland. Steven Walters proposed to redirect the bank statement for each account from the Post office box to Sunshine Management Corporation. This will eliminate the need for the Post Office box. The current cost to keep the Post Office box open is \$50.00/year. Also it was proposed to close the Post Office box. Brian Kelley seconded the motion; all in favor motion passed.
- (2) Karen Saunders proposed to remove Pamela Arnold from having access to all bank accounts opened for Fountainview Home owners association through The

Columbia bank and replace with other board members. Debbie Vessa is currently on all Bank accounts associated with The Columbia Bank. Board members who will be added are Steve Walters, and Brian Kelley. Debbie Vessa seconded the motion; all in favor motion passed.

(3) Debbie Vessa proposed to give a charitable donation to the Hagerstown Foursquare Church for the use of their facility for the board meetings as well as the upcoming Annual meeting.

- Old Business:

A. Holiday Decoration Contest: Mozelle Lopez mailed 3 checks to the winners of the holiday contest. The winners are as followed:

(1) Kids Category- 18804 Diller Drive (Roger & Sharlyn Larew)

(2) Traditional Category- 18840 Diller Drive(Mike & Jennifer Holler) and 18814 Marilew Court(Scott & Lisa Noel) Tied with the same number of votes.

(3) Griswald Category- No entries were submitted

B. Delinquent Accounts: The board members reviewed the current delinquent accounts with an outstanding balance over 90 days.

(1) Mozelle Lopez is to go back through J. Baughmans file to see if all payments were recorded and the balance supplied was current.

(2) Due to foreclosure and lack of a sufficient mailing address for 0295-017 Mike Holler proposed to close the file of \$283.29. Steven Walters seconded the motion; all in favor motion passed.

(3) Brian will draft up a letter and distribute to unit reference numbers 0295-028, 0295-027, and 0295-010 with an option to pay of the balances.

C. Community sign: The board believes the best option is the sign previously discussed that is constructed in brick with a step like design. The next step to getting the sign started is to contact the state because of the possible easement on the state road. After the approval from the state, the Board will get at least 3 bids for the design of the sign.

D. Community Trash Pickup-Contractor bids: Mozelle Lopez obtained 3 bids for a community trash pickup containing 86 homes. The board members decided the best bid is Allied Waste/Republic.

(1) Allied Waste/Republic- The contract would include 86 homes with trash and recycle, picked up 1 time a week and a 96 gallon toter for trash and a separate 96 gallon toter for recycle. The monthly cost per home is \$13.75.

(2) Apple Valley Waste- The contract would include 86 homes. The trash company will provide a 96 gallon toter and a 32 gallon toter for recycle. The monthly cost for each home is \$19.95 per home for regular trash and \$21.95 for recycle per home if the bill goes to The Home Owners Association. If the bill goes directly to the home owner the cost would be \$20.95 per month for regular trash and \$23.95 per home for recycling.

(3) Affordable Trash Removal- The contract would include 86 homes. Affordable trash removal will not include a toter or pick up recycle. They will pick up as much

trash as the customer sits out. The monthly charge to be billed to the Home Owners Association will be \$13.96.

- Amendments to be made to the Declaration-Status Update: The Board members are still working on the amendments to be made to the declaration. Steve Walters will create the google documents for all the members to access and make changes. Once the board agrees on each amendment a mailer will be sent out in order to receive feedback from the community.
- New Business:
 - A. Trailers at Townhomes and Apartments: Mozelle Lopez presented two pictures of the trailers in violation of the bylaws parked at the townhouses. The board decided the best course of action would be to send violation letter to the property management company. A second letter will be mailed to the tenant of the property. Also it will include the Home Owners Association website with directions to locate the bylaws.
 - B. 2015 Proposed budget: A few items were brought up in question. Mozelle Lopez will go back to Sunshine Management for answers. There are categories separating mulching, mowing, and grounds keepings. The board would like to know why there are three categories when the work is under one bid. There is a spot for sink hole repair. Is that from a past year? There were repairs done to a sink hole in 2014. If the proposed amount is for 2015 what category was 2014 lumped into? The post office box was paid out of the Columbia bank account. The budget will not be passed until these items are clarified.
- Future meeting: The next meeting will be tentative for March, 16th at 6:30 p.m. The location will be at the Barn at the View.
- Adjournment: Brian Kelley motioned to adjourn the meeting at 8:42 p.m., Steven Walters seconded; all in favor, motion passed.

Respectfully submitted,

Karen Saunders