

Fountainview Homeowners' Association, Inc.

February 1, 2016

The Board of Directors of the Fountainview Homeowners' Association met on Monday, February 1, 2016 at 6:00 p.m. at The Barn at the View 14113 Pennsylvania Avenue, Hagerstown, Maryland. Board members present were Brian Kelley, President; Steven Walters, Vice President; Karen Saunders, Secretary; Margie Yeager, Treasurer; Scott Canfield; Debbie Vessa; and Lisa Noel. Mozelle Lopez, Property Manager, from Sunshine Management was present. Mike Holler was not present.

The meeting was called to order by President Brian Kelley at 6:05 p.m. and quorum was established. The following items were discussed.

Acceptance of Annual Meeting Minutes: Debbie Vessa motioned for acceptance of the August 26, 2015 and the Special meeting minutes from October 21, 2015 Meeting Minutes, Scott Canfield seconded the motion; all in favor motion passed.

Financials:

- (1) Certificate of Deposit \$45,211.68
- (2) Money Market Account \$17,569.16
- (3) Operating Account \$5263.98
- (4) Sunshine Account \$11083.06

All combined accounts total \$79,227.88

Delinquencies: The board collectively decided to send unit# 027 and #053 a letter for the outstanding balance on Hoa dues.

Old Business:

A. Community Sign: Brian Kelley stated we are ready to sign the contract to start the construction of the sign this spring. We will still need to get a bid from Mike with Custom on the landscape.

B. Amendments- President and Secretary signed/notarized; distribute to community: Brian Kelley gave Mozelle Lopez a signed and notarized copy of the amendments. These will be turned over to the Attorney. Once completed the board would like to look into printing, binding and distributing a copy of the bylaws for each unit.

New Business:

- A. Third-Party contractors submitting ARC requests: The board decided a contractor can submit forms on behalf of the homeowner as long as they have the appropriate signatures. A verbiage will be added to the Arc request that states the homeowner is responsible for any and all issues that may arise.
- B. Contingency Attorney, Anastasia (Stacy) Michaels: Mozelle Lopez gave an overview of what a contingency attorney is. We as the board would like to focus more time on the community and less on delinquencies. We would like to know who gets billed when money is collected. Also can we rewrite the contract if we decided to use Anastasia. The board feels the fees should go back to the debtor. Mozelle Lopez will invite Anastasia Michaels to a future board meeting.
- C. Final 2016 Budget: Brian Kelley motioned to accept the Final 2016 budget. Scott Canfield seconded. all in favor; motion passed.
- D. Missing sign at the Pavilion Park: The board decided to table discussion on the sign for a later meeting.
- E. Snow removal-notify the community: Mozelle received a letter from a homeowner with concern that the snow was not being removed from the community. She will reply and explain that our roads are county owned roads. The HOA is not responsible for removing or plowing the snow from the roads.

Other Items:

- A. Community Yard sale: The community yard sale will be May 21<sup>st</sup> 2016.
- B. Bulk Trash Pickup: Bulk trash pickup will be held on Monday May 23<sup>rd</sup> 2016.
- C. Pavilion: Due to that constant vandalism to the pavilion, the board would like to see a bid for how much it would cost to remove the pavilion near the townhouses. Scott Canfield will get a bid. There is a possibility of adding a second basketball hoop to the existing concrete slab if the pavilion was taken down.

Future meeting: The next meeting will be discussed and set via Email at a later date.

Adjournment: Debbie Vessa motioned to adjourn the meeting at 7:24 p.m., Scott Canfield seconded; all in favor motion passed.

Respectfully submitted,

Karen Saunders