

**Clopper's Mill West Community Association
Open Board of Directors Meeting Minutes
Tuesday, September 13, 2011**

Board Members Present: Al Speich
Robert Petroff
Michael Teitelbaum
Steve Hughes

Others Present: Ravi M. Parkhie, TMGA
David Angell, Potomac Garden Center
Matt Owens, Potomac Garden Center

Homeowners Present: Andy Joseph, Landscaping Chairman
Jack McLaurin, Architectural Chairman
Mr. & Mrs. Kendall
Pam Malgren

Call to Order

The meeting was called to order at 7:38 p.m. by Al Speich.

Meeting Minutes

The Board reviewed the July 12, 2011 open Board meeting minutes.

Michael Teitelbaum made a motion to approve the minutes. Rob Petroff seconded the motion. The motion was unanimously approved by all Board members present.

Homeowner Forum

Jose Nunez brought up the issue of kids playing in the common area behind his home. It was noted that there is no rule for kids not to play in the common areas of Clopper's Mill West. Steve Hughes suggested to Mr. Nunez that he look into putting up a fence in his backyard or a row of bushes to prevent balls from entering his backyard. An architectural application will be sent to Mr. Nunez should he wish to install either a fence or a row of bushes.

Steve Hughes noted that there are two areas kids play in that are close to their homes. One is the area behind the homes that border Smokewood Drive/Kilmarnock Way/Kilmarnock Terrace/Ansel Terrace and the large center common area at the intersection of Ansel Terrace with itself at the back of the town house section of the community.

Al Speich noted that he likes to hear the sound of children playing.

Joes Nunez stated that the first nine years in the neighborhood were quiet and the last six years he has heard screaming and hollering. His neighbor John Williams moved because of the noise.

An article about kids playing in the street will be included in the next edition of the community newsletter.

Potomac Garden Center

David Angell of Potomac Garden Center (PGC) introduced Matt Owens the foreman that oversees the maintenance and landscaping installations for the community. The placement of signage at the Ansel Terrace/Shearwater Place entrance and the Smokewood Drive/Richter Farm Road entrance regarding turf applications was discussed. A notice of forty-eight hours will be given before applications are applied. Matt Owens reviewed a sample of what the signs will look like.

It was noted that spot treatment for weed and pest control is done rather than blanket applications so flags are only placed in areas that are actually sprayed. Andy Joseph noted that the planting installation along the median on Richter Farm Road at Route 118 will be done in early October. Matt Owens confirmed this time line.

The fall fertilization will take place around October 31, 2011 depending on weather conditions in that time frame. Al Speich requested that an email be sent to management with the window for the next application, weather permitting, so it can be posted to the community list serve to make homeowners aware. Michael Teitelbaum requested more flags be placed when turf applications are performed. David Angell stated he will have more signage put out in the grassy areas.

The Board thanked PGC for attending the meeting.

Pool

Management noted that RSV Pools needs to communicate major staff changes to his office in a more timely manner for next year along with any incidents that take place at the pool.

Rob Petroff noted that Theresa was good manager replacement and that she is welcome back for next year. Mya was too bossy and the other guards were offended by her demeanor and she is not welcome back for next year.

Rob Petroff made three recommendations for the pool for next season.

1. The right guard stand should be moved 45 degrees to the left or a portable lifeguard stand should be obtained. The purpose is two-fold which is reduce the glare from the sun into the guards' eyes and increase visibility of the bottom of the pool. Pricing for both options will be requested from RSV Pools, Inc.
2. Some type of additional shade for the pool deck should be considered. Al Speich stated he will look into some options. Steve Hughes suggested a 12 x 20 pop up tent which is easy and cost effective. It was noted that the additional purchase of five (5) heavy duty bases with umbrellas would work well along the back section of the pool deck where it is very narrow.
3. Purchase of T-buoys, flippers and kick boards for use by pool patrons. Management will purchase these in various sizes prior to the 2012 pool season.

Steve Hughes noted that some caulking on the pool deck and some white coat patching should be done as part of the spring maintenance work for the 2012 pool season. Rob Petroff noted that flat return valves in the drive lanes should be installed to reduce the possibility of swimmers getting injured. RSV Pool, Inc. will be advised of these items for next season.

It was noted that the new concrete deck replacement done at the beginning of the year looks good.

Social

It was reported that a fall flu clinic will be held at the Clopper's Mill West Clubhouse from 11 a.m. to 2 p.m. on Saturday, September 17, 2011 as organized by Ravi Parkhie and Emily Knoll.

The deadline for submission for the winter 2011 newsletter is December 1, 2011 for a mid-December mailing.

Security

Cindy Faville gave her report during the reconvene of annual meeting and elections.

Community Affairs

The Board reviewed and discussed several comparable options from three different playground contractors to replace and add equipment to the Ansel Terrace tot lot that was expanded earlier in the year in anticipation of adding more play equipment to upgrade the tot lot.

Steve Hughes made a motion to approve package 2(b) submitted by Cedar Creek Construction for a six (6') Merry-Go-Round, a quad spring rider, relocate the green "dino" rider (n/c), remove the aging yellow "rocking" horse and install an alternate ninety degree slide on the existing slide platform. Michael Teitelbaum seconded the motion. The motion was unanimously approved by all Board members present.

Steve Hughes volunteered to get a PEPCO engineering update. Management will provide the initial contact to get the conversation going.

Clubhouse Rental Deposit Deduction Appeal

The Board reviewed a written appeal from homeowners that made use of the clubhouse but did not leave the facility in good condition. The deposit was withheld by the Association pending review of the homeowner appeal by the Board of Directors.

The homeowners were advised by the management office that the Board would review and consider their appeal at the next regularly scheduled open Board meeting in September.

The Board reviewed the written appeal, inspected the photos and discussed managements first hand inspection of the facility after the event. It was noted that the keys to the clubhouse were not placed back in the lockbox as the owners were unable to place them back inside on Sunday evening the day of the event. Management returned the keys to the clubhouse on Tuesday afternoon. No other parties used the clubhouse on Monday and the keys were not present in the lockbox for anyone to access the facility between the use by the homeowners on Sunday and the return of the keys and inspection of the facility on Tuesday afternoon.

The homeowners were advised that \$100 would be withheld but the Board reviewed the \$120 invoice from the cleaning company for actual work needed to clean up the facility.

Steve Hughes made a motion to deny the written appeal from the homeowners for reimbursement. Michael Teitelbaum seconded the motion. The motion was unanimously approved by all Board members present.

Miscellaneous

It was reported that the hours on the orange signs on the tennis court fencing were amended to correspond with the new Recreation Court Rules sign hours.

A work order will be sent to the pest control company to treat the clubhouse for ants.

The idea of a pre-inspection report for clubhouse rentals was briefly discussed by Al Speich.

There was a brief discussion about the new postmaster from the Germantown Post Office. Rob Petroff noted that his new postman was good. Al Speich stated he had spoken with the new postmaster about mail delivery and the USPS may be going to three weekday deliveries and one weekend delivery or just five days per week with no weekend delivery in the future in order to cut costs.

Adjournment

Steve Hughes made a motion to adjourn the meeting. Rob Petroff seconded the motion. The motion was passed unanimously by the Board members present.

The meeting was adjourned at 9:45 p.m.

Respectfully submitted by Ravi M. Parkhie on October 11, 2011.

/rmp

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CM: IIL6, IIL6(c)