

**Clopper's Mill West Community Association
Open Board of Directors Meeting Minutes
Tuesday, March 9, 2010**

Board Members Present: Al Speich
Cynthia Faville
Rob Petroff
Tony Thompson

Others Present: Ravi M. Parkhie, TMGA
Andy Joseph, Landscaping Chair

Homeowners Present: Michael Titlebaum

Call to Order

The meeting was called to order at 7:15 p.m. by Al Speich.

Meeting Minutes

Cynthia Faville made a motion to approve the November 10, 2009 open Board meeting minutes as submitted. Rob Petroff seconded the motion. The motion was passed unanimously by all Board members present.

Homeowner Forum

No comments.

ACC

It was reported that the architectural committee was reviewing several architectural applications.

Landscaping

Andy Joseph had nothing new to report.

Ravi Parkhie reported that he had reviewed tree damage from the recent snow storms in the common areas and had instructed Potomac Garden Center to clean up the tree limb damage.

Pool Pass Mailing

The Board reviewed the 2010 pool pass mailing. In to locations 2009 will be changed to 2010. The rest of the mailing is the same as in 2009. The swim team flyer for online registration and swim classes information will be included with the mailing.

Rob Petroff made a motion to approve the 2010 pool pass mailing with the inclusion of the swim team and swim lesson information. Tony Thompson seconded the motion. The motion was unanimously passed by all Board members present.

Main Pool - Solar Cover

The Board reviewed four proposals for solar covers and reels.

Rob Petroff made a motion to approve the purchase of two solar cover pieces needed to cover the entire main pool and one house reel to store the large solar cover piece that covers the rectangular swimming lane area of the pool, through RSV Pools, for a price not to exceed \$6,000. Cynthia Faville seconded the motion. The motion was unanimously approved by all Board members present. The solar cover, per Scott Vincent's discussion with the Board, is expected to last about three seasons before needing to be replaced.

Swim Team Contribution

Andy Joseph presented the 2010 budget for the Clopper Mill Marlins swim team. The Board reviewed the budget and asked several questions which were answered by Mr. Joseph. The swim team will do online registration this year, has added one new coach and will be purchasing new lane ropes and a reel.

Rob Petroff made a motion to authorize the annual contribution to the Clopper Mill Marlins as budgeted. Cynthia Faville seconded the motion. The motion was unanimously passed by all Board members present.

Swim Team Coaches

Andy Joseph asked for pool memberships for the Clopper's Mill West pool for the coaches and their families for the duration of the swim team season. The Board remembered approving this for 2009. Making this a standing agreement going forward so approval would not have to be granted annually was discussed.

Rob Petroff made a motion to grant the Clopper Mill Marlin coaches and any former residents that serve as officers of the Marlin's pool memberships for the duration of the swim team season each year. Cynthia Faville seconded the motion. The motion was unanimously passed by all Board members present.

Yard Sale Sponsorship

The Board reviewed the sponsorship offer from Shannon and Jeff Realtors to coordinate the spring and fall community yard sales for 2010. Al Speich asked if the sponsors could do May 1, 2010 as it would coincide with the flea market held in the parking lot next to the MARC train station here in Germantown. Shannon and Jeff had stated that they will be out of town that weekend and prefer to hold it on May 15, 2010, but they will look into whether their assistant can handle the event. It was noted that Mothers Day is Sunday, May 9, 2010 which will not conflict with either date chosen.

It was noted that Andy Pagano had withdrawn his sponsorship of the fall 2009 yard sale and therefore it was not held.

Holiday Display Competition

Ravi Parkhie presented a list of recommendations provided by Cynthia Faville regarding holiday displays that stood out for her during the holiday season.

The Board selected four addresses as winners:

1. 13501 Stonebridge Terrace – Wreath and lights in all windows – “Williamsburg Look”
2. 17813 Shearwater Place – Blue Menorah with lights.
3. 13538 Sanderling Place – Far East hanging Lanterns, white lights and Santa
4. 13308 Queenstown Lane – Cute dog in lights and lights.

Security

Cynthia Faville reported that there was a reduction in robberies, there were a few break-ins related to drugs, the states attorney spoke about UPS guy and Judge Ruth sentenced someone to 15 years in prison.

Management Contract

The Board reviewed the management contract renewal with TMGA.

Andy Joseph stated that Ravi Parkhie is doing an exceptional job as management agent for the Association and is always helpful and read to tackle any issue that comes forward.

Rob Petroff stated that the Association has been in good hands with Ravi Parkhie and his management of the community has made Clopper's Mill West a great place to live.

Tony Thompson and Cynthia Faville were also in agreement on these points.

Al Speich reviewed with the Board the per unit/per month rates of the communities surrounding Clopper's Mill West. He noted that rates offered by TMGA to Clopper's Mill West were lower than the surrounding neighborhoods and the Association still receives high quality service.

Tony Thompson made a motion to approve the 2010 – 2014 management contract with TMGA. Cynthia Faville seconded the motion. The motion was passed unanimously by all Board members present.

Reserve Study Update

The Board reviewed reserve study update proposals from Becht Engineering, Miller Dodson & Associates and Property Diagnostics. It was noted that Miller Dodson did the original study and Becht Engineering had done the last update in 2007.

Cynthia Faville made a motion to go with Miller Dodson for the latest reserve study update. Rob Petroff commented that it was good to go back to Miller Dodson to check on the work done by Becht Engineering. Tony Thompson seconded the motion. The motion was unanimously passed by all Board members present.

The study will be conducted in 2010 for the new 30 year period starting January 1, 2011 so the results can be incorporated into the 2011 budget in the fall of 2010.

Audit Engagement

The Board reviewed proposals from Deleon & Stang and Strauss & Company. It was noted that several years ago the Association had stopped using Arkin and Company.

Rob Petroff made a motion to approve Strauss and Company as the auditor for the 2009, 2010 & 2011 audits with tax preparation of state, federation and personal property returns. Cynthia Faville seconded the motion. The motion was unanimously passed by all Board members present.

Miscellaneous

It was stated that RSV Pools is working on the bench quote for a four (4) ft bench to be installed on the back wall between the two sets of showers in the men's locker room.

It was stated that PCM will be back in the spring to hydro blast and stain the curbs that were accidentally painted by them in the fall.

Tony Thompson will work with the local acting postmaster to come up with a mailbox replacement and relocation proposal along with pricing on the new boxes in 16, 12 and 8 box sizes. The Board will have a working meeting on April 13th to review this project.

Adjournment

Al Speich made a motion to adjourn the meeting. Cynthia Faville and Tony Thompson seconded the motion. The motion was passed unanimously by the Board members present.

The meeting was adjourned at 10:15 p.m.

Respectfully submitted by Ravi M. Parkhie on March 12, 2010.

/rmp

G:/CM/IIL6(c)/2010/Meeting Minutes – 03.09.10 – Approved

CM: IIL6, IIL6(c)