

CLAIRBORNE MAINTENANCE CORPORATION

Minutes for Quarterly Meeting, January 9, 2002

Officers/Board Members

President/Board Member	Trevor Thompson	43 Pegasus Place	834-8246
Vice Pres./Board Member	Jim Foltz	122 Ascot Court	838-5104
Treasurer/Board Member	Debbie Watts	37 Pegasus Place	834-5408
Secretary/Board Member	Valerie Kresge	119 Ascot Court	832-7413
Board Member	Walt Marks	124 Ascot Court	838-1070

Committees

Architectural Committee

George Holstein 832-2864
Mike Hudson 834-6516

Grounds and Maintenance Committee

Jim Foltz, Chair 838-5104
Rich Quickle 832-2772
Trevor Thompson 834-8246

Trevor called the meeting to order at about 7:05 p.m. Board members in attendance were: Trevor Thompson, Jim Foltz, Debbie Watts, and Val Kresge.

Old Business

A motion was passed and unanimously approved to accept the October minutes, with no comments.

Treasurer's Report

Debbie Watts handed out the current checking account statement to attendees. A total of \$44,821.01 was transferred from checking to savings. The savings account was changed to a money market account to obtain higher interest rate.

Thirty-five people have not paid their dues yet and Debbie will send out second notice letters without the next two weeks. (One of these thirty-five paid but the check bounced.)

Trevor answered a question about where the Halloween expenses come from by saying that Ed gets the goods at discounted prices or donated, an estimated \$2,000 was ear marked as civic money, and Genuardi's proceeds go to the civic fund. Action Item: Trevor will gather the information about the current amount in the Civic Association money.

Proposed 2002 - 2003 Budget

Trevor noted that the budget for next year is exactly the same as for this past year, and Jim explained that Clean Cutt lawn-mowing costs have been the same for the last five years.

Jim has also received a snow-plowing bid from Clean Cutt. Discussion ensued about Clean Cutt's request for boundary stakes if they would do the snow-plowing. Clean Cutt will insert them if Clairborne pays for them. Jim will have survey stakes available. **Please get stakes @ Jim Fotz house(122 Ascot) if you need them to outline your yard for snowplowing.**

A motion was made and seconded to accept the budget. This budget will be mailed out on January 29th for homeowner's approval vote.

Nominations for 3 Open Board Positions

Trevor, Jim, and Walt's terms are up this year (Walt is filling out Jeff Davis' term), so there are three open slots. Jim will not be running again at this time. Trevor may volunteer if all board positions are not filled. Trevor noted that an outside company could run our community corporation at higher dues if the board is not filled. **NOMINATIONS WILL BE ACCEPTED BY CALLING 834-8246 or APPEARING @ FEBRUARY 12TH ANNUAL (VOTING) MEETING.**

Proposed Entrance Sign

Rich Quickle displayed several sign designs, which attendees reviewed. Three vendors' quotes were available. The site of the sign is at the Denny Road/Airdrie/Lexington Parkway corner (near the newspaper box) and would be angled, to be easily seen upon entering the community. Costs range up to about \$7,800 + electric + landscaping.

Norm mentioned that Dore Conner is assisting the Chadwick community with their sign. She has about \$3,000 available from her street funds. Action Item: Trevor or Rich will call Vince Lofink to see if money is available for Clairborne.

- The Sign Committee met after the regular meeting to decide and discuss the list of 11 categories (wood or high density urethane, brick style, lighting, shape, color, lettering style, lettering process, landscaping, etc.). A decision was made to ask Design Plus to do the sign work. Steve Aikens (owner of Design Plus) will attend the next Sign Committee meeting so the two sign designs can be finalized. Orga Electric was chosen to do the electric part of the job. Final two designs with details will be put on www.Clairborne.Org for viewing.

New Castle County Update Concerning Maintenance Corporations

Norm updated us on the County's task of bringing clarity to Maintenance Corporation's responsibilities (only open areas? snow-plowing?). (Clairborne's own documents need cohesiveness.)

Community Votes

The Board will be mailing out two ballots on January 29.
2002 – 2003 budget and the second is the **Board ballot**.

The Sign Committee will finalize two designs and send out a sign ballot in a future mailing. Sign voting will be accomplished by a choice of mailing ballot and www.Clairborne.Org form submittal.

The meeting was adjourned at 7:55 p.m.

- Maintenance Corporation's deed restrictions include prior approval (by the Architectural Committee) of any additions such as sheds, pools, and fences? Simply submit your plans for the project on a detailed plot plan to the Committee well in advance of your proposed start date...a minimum of 2 weeks is best. The Committee will work with you to insure that your project complies with Clairborne's deed restrictions. Contact ACC (above) or [www.Clairborne.org\(form\)](http://www.Clairborne.org(form)) if you have any questions about an upcoming project or want to volunteer to help the ACC.
- The **next meeting** of the Clairborne Maintenance Corporation will be **February 12th, 2002 at 7:30 p.m. at the Cornerstone United Method Church across 896 from Clairborne.** All homeowners/members are welcome. Will count all board and budget ballots.

www.Clairborne.Org

**Clairborne at Lexington Farms
Maintenance Corporation
PROPOSED BUDGET
2002-2003**

<u>Budget Item</u>	<u>Amount</u>
Grass Cutting	\$5,500.00
Snow Removal	\$1,000.00
Insurance/Bond	\$3,500.00
Legal Fees	\$2,000.00
Office Supplies	\$ 575.00
Postage	\$1,000.00
Taxes/Fees	\$ 100.00
Memberships/Contributions	\$ 300.00
<u>Contingency Fund</u>	<u>\$2,150.00</u>
 Total budget	 \$16,125.00
 Total fee per household (215 homes)	 \$ 75.00

*ah TJS
02-04-2002*

Enactment of the proposed budget is subject to a majority vote of homeowners voting in person *or* by proxy at the annual meeting of the Corporation on February 12th, 2002, 7:30 p.m.

For further information, please contact any board member(listed on Clairborne.Org) or call **834-8246**.