

# CLAIRBORNE MAINTENANCE CORPORATION

## Minutes for Quarterly Meeting, July 17, 2002

### Officers/Board Members

President/Board Member	Tom Sarnecky	19 Airdrie Drive	836-4455
Vice Pres./Board Member	Mike Murray	9 Airdrie Drive	832-7345
Treasurer/Board Member	Debbie Watts	37 Pegasus Place	834-5408
Secretary/Board Member	Valerie Kresge	119 Ascot Court	832-7413
Board Member	Ed DeLooze	5 Airdrie Drive	836-5727

### Committees

#### *Architectural Committee*

Mike Hudson	834-6516
George Holstein	832-2864

#### *Grounds and Maintenance Committee*

Mike Murray, Chair	832-7345
Jim Foltz	838-5104
Rich Quickle	832-2772
Trevor Thompson	834-8246

Tom called the meeting to order at Pencader Grange at 7:36 p.m.

### I. Introductions

- Tom noted the new Board members and the roles that they fill (see top of this page).
- Each attendee said his name and address. Other board members in attendance were: Ed DeLooze, Mike Murray, Debbie Watts, and Val Kresge. Three other homeowners also attended.

### II. Secretary's Report

- Val noted that the April minutes had been recently passed out, thanks to Tom and Debbie, and asked for a motion to approve them. The motion and second were made.
- The Board met Friday, 7/12/02, to discuss the fact that Rick Cross, Clairborne's attorney, is now in private practice. The three Board members plus one proxy vote were in agreement to keep Rick. A new retainer fee is required.  
There was general discussion and agreement in retaining Rick Cross's services. Tom agreed to notify Rick of this position.
- Two Genuardi's receipt submissions were made in July. Debbie has received one check so far.

### III. Treasurer's Report

- Debbie handed out the checking account summary as of 7/8/02.
- Since 7/8/02, Debbie paid the bond insurance (for the Treasurer) in the amount of \$436.
- Other bills that are due are: \$3613 to Pratt Insurance and two Clean-Cutt bills (they provided weed-and-feed service in June).
- To pay these bills, Debbie will move \$6000 to checking from the \$45267.78 in the savings account.
- A property tax bill was received, but Trevor filed the paperwork to be exempt us from this. Norm will investigate this.
- To date, nine property owners have not paid their annual assessments for the current year. Each has been notified three times per our practice, with the third notification through certified letter. None of the nine property owners picked up their certified (3<sup>rd</sup>) letter. Debbie will forward the list to Tom Sarnecky for further action to collect these funds. One option discussed was to use a collection agency for all past due assessments. This option will be given further consideration.

### IV. Grounds and Maintenance

- The Vice President is named in the Bylaws as the head of the Grounds and Maintenance Committee. So, Mike M. will meet with Jim Foltz to transfer the information.
- Mike reported that the weeds have been plucked along the median.

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- Norm asked about the sinkhole on Airdrie, and the Board verified that the sinkhole on both sides of Airdrie had been fixed.
- Board members reported that Rich has received a commitment from Vince Lofink for the entire cost of the sign.
- Rose Hill's sign had been damaged and then fixed. More recently, the lights on the sign were damaged and then fixed. One attendee asked if the sign is covered by our insurance?
- Val raised a fellow homeowner's issue that the bushes near the current Clairborne sign near to be trimmed. The homeowner is willing to take care of this, as she has in the past. The matter was turned over to Mike.
- Mike raised the issue of the sides of Denny and Lexington being strewn with cans and bottles.

### V. Architectural Committee

- After receiving one complaint concerning the amount and appearance of planting around sheds, Mike Hudson forwarded a proposed letter to homeowners to the Board. Tom reported that his quick review of homes revealed that more than 50% of them do not meet the guidelines. He also reported that the Board had met on Friday, 7/12/02, to discuss this.
  1. Ed asked if the original shed in question had been approved? Mike H. and George will check on this.
  2. It was decided that a copy of the original deed restrictions would be attached to these minutes and that a specific letter to both parties would be sent. In addition, the Board or the website can be consulted.
- The Board also asked the Architectural Committee for a database of cases and disposition of them.

### VI. New items

- Norm asked about the lawn care in the football field's portion of the open space and how attendees would feel if it were allowed to be left as meadow. The Land Use Department has a conservation habitat proposal in draft that would allow for certain space to return to meadow and trails. He would appreciate comments dealing with this to be addressed to him at 832-0793.
- Val mentioned that the Rose Hill Board has asked Clairborne if they could use the space either for joint activities or not.
- Norm mentioned that there is a Sept. 28 seminar on a joint venture between Community Governing (CG) and Maintenance Corporations (MC) that would explore how CG can assist MC's in areas like assessments, newsletters, and billing.
- Tom said that he would pass on a lead to Trevor concerning a Neighborhood Link web page service.

The meeting was adjourned at 8:50 p.m.

- **The next meeting of the Clairborne Maintenance Corporation will be on Tuesday October 8, 2002 at 7:00 p.m. at the Grange Meeting Hall on Glasgow Avenue/Old Route 896 (next to People's Plaza). All homeowners/members are welcome!**
- **The tentative Agenda will be:**
  - I. Secretary's report
  - II Treasurer's report
  - III. Grounds and Maintenance report
  - IV. Sign update
  - V. Deed restriction issues
  - VI. Other issues