

CLAIRBORNE MAINTENANCE CORPORATION

Minutes for Quarterly Meeting – January 09, 2007

Officers/Board Members

President	Keith Snyder	6 Whitaker Court	836-1956
Vice-President	Mary Jo Metz	32 Eaton Drive	832-5584
Secretary	Tom Sarnecky	19 Airdrie Drive	836-4455
Treasurer	Cookie Burget	2 Whitaker Court	834-4252
	David Snook	7 Airdrie Drive	836-0881

Committees

Architectural Committee

Mike Hudson	834-6516
George Holstein	832-2864
Joe Walsh	836-4953

Grounds and Maintenance Committee

Mary Jo Metz, Chair	832-5584
Jim Foltz	838-5104
Rich Quickle	832-2772
Trevor Thompson	834-8246

Keith Snyder called the meeting to order at his house at 7:40 p.m., the meeting was moved due to problems with accommodations

1. Introductions

Introductions were made of all attendees; all five board members attended. Five other neighbors attended.

2. Secretary's Report

The minutes from the October meeting were read and accepted with no corrections. It was reported that there are two board positions up for election in February. Cookie Burget has agreed to run for a second term. Tom Sarnecky has declined. No other candidates have come forward. The ballot will include space for two write-in candidates. **Post meeting note: effective January 23rd, Keith Synder resigned from the board. There are now three vacancies to be filled: 2 two-year terms and 1 one-year term.**

3. Treasurer's Report

- Reports provided by Cookie.
 - Checking account balance of \$1,895.34 as of 12/04/2006.
 - Savings account balance of \$ 46,521.36 as of 11/30/2006.
 - All outstanding bills were already paid, no bills due for payment as of the 9th.
- As of January 09, eleven (11) households are in arrears for the 2006-07 assessment. Total assessments in arrears for all years total \$1,383. **Reminder: Per our by laws YOU are personally liable for the payment of assessments together with interest and costs of collection and they remain a continuing lien on YOU until the assessment payment is made.**
- Budget proposal

<u>Budget Item</u>	<u>Budget 2006</u>	<u>Expense 2006</u>	<u>Proposal 2007</u>
Maintenance of open space (grass cutting, weed/feed, sign)	6,250.00	7,875.00	8700.00
Snow Removal	750.00	1,935.00	400.00
Insurance/Bond	4,000.00	4,290.10	4,700.00
Legal Fees	1,000.00	0.00	1,000.00
Office Supplies	575.00	169.59	500.00
Postage	1,000.00	646.80	700.00
Taxes/Fees	100.00	45.50	100.00
Memberships/Contributions	300.00	250.00	300.00
Recreation Committee	0.00	58.04	300.00
Contingency Fund	0.00	0.00	500.00
Other miscellaneous	0.00	174.68	0.00
Total Budget	13,975.00	15,444.71	17,200.00

Total fee per household (215 homes)	(\$65 2006)	\$80.00
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4. Grounds and Maintenance Committee

- Open item – Trees for Lexington Parkway – Faith Devitt. – No update
 - Faith is still working on application for grants.
 - Maintenance of trees (trim and water). Still waiting on quote for work in median.
- Open item – Rose Hill sign is confusing as to where their sign is located. – No update
 - Waiting for further word from Rep. Vince Lofink's office on discussion with DelDOT.
- Open item – Walkways – No update
 - Funding possible through street fund allotment. Continued discussion needed with Rep. Lofink's staff.
- Open item - Traffic remediation – no update
 - Board to determine who has the background on four-way stop signs and further action. Await action in Rose Hill.
- MaryJo has signed our snowplow contracts. The rate is very favorable. We will continue to ask for plowing at 3 inches. Rate schedule is as follows:

Inches of snow	Cost
3 to 6	\$425
6 to 8	\$425
8 to 12	\$395

- We will also sign contract for grass cutting (26 cuts @ \$375)
- Scouts will help fill in ruts in open space when the weather is nicer.

5. Architectural Committee

- No update. Best manner to contact the committee is through the web page. All documentation is available on-line. Contact committee or web site for shed requirements.

6. New Business

- Reminder to all homeowners that with the closing of the state landfill to yard waste, they are not allowed to use community open space for dumping. Homeowners should visit the DNREC website for suggestions on how to dispose of yard waste.
- Damage was reported to the entrance sign and lights. Minor repairs made.

Post meeting note: reminder, boats, campers, and trailers are not allowed to be stored in your driveways per the deed restrictions. Please be considerate to your neighbors and honor your legal contract. Violations of this restriction and associated penalties will be a topic of discussion.

The meeting adjourned at 8:43 p.m.

**Next meeting
Tuesday, February 13, 2007**

7:30 P.M.

For more information about Clairborne Maintenance Corporation go to WWW.Clairborne.Org.