

WESTWINDS HOA Meeting
Wednesday, April 18, 2007 • LLA

Introductions

- BOD Directors in attendance: Jim Urchasko, Matt Bernota, Karen Urchasko
- BOD Officers in attendance: Peg McGreevy (Secretary), Sonja Rossig (Treasurer)
- BOD Directors absent: Tom Poss, Brian Lippy, Arthur Rosenberg, Stan Swoyer

Meeting Adjourned

The meeting was adjourned at 7:02pm and reconvened at 7:03pm by invoking Section 2-506 of the Annotated Code of MD, Corporations and Associations. Jim noted that, going forward, HOA meetings will be conducted by invoking this statute should there not be enough Board Directors in attendance.

Certification of Proxies:

- Proxy for approval of minutes only was received from Stan Swoyer

Approval of February 2007 Minutes

- Karen motioned to accept the minutes with noted changes; Matt seconded. Minutes were approved.

Monthly Reports/Status Updates

Action Items	Comments/Resolution
1. Treasurer	Sonja noted a total balance of \$94,499.38. Two homeowners remain delinquent in paying their WW HOA dues. One has been served by the Sherriff and has since paid; however, they still owe the \$35 collection fee. Sonja will confirm with the Court that a partial payment was received. If full payment is not received, Sonja will proceed with the June 4 th 9am court date. The second homeowner has not been served because it was determined that the homeowner in whose name the paperwork was served no longer lives in WW. Sonja will send a reminder note to the remaining property owner to remit late dues. As of March 31 st of this year, there are 120 homeowners who have not paid their 2007 dues. On May 1 st , Sonja will send reminders to those who are still delinquent.
2. Village Chair	Anyone interested in volunteering for this position may contact a member of the Board.
3. Landscaping Committee	Jim sent Clay an email about the mulching. He noted that mulch is to be delivered on April 19 th , and that street tree mulching should be completed by the following Monday. Additionally, the wave petunias at the front entrance should be installed late April/early May. Jim will contact the golf course about the lack of upkeep of the property on Club House Circle. Several residents have voiced their displeasure with the condition of the property on the hill.

Action Items	Comments/Resolution
	<p>Jim will also contact Clay to confirm the start date for the stormwater management/pond upkeep on SanAndrew. Beachy is now responsible for treating the algae and removing trash on a monthly basis.</p> <p>Beginning April 4th, yard waste will be collected <u>every other</u> Wednesday this year. Please check your calendar and plan accordingly.</p>
4. ECC Committee	<p>Three residential applications were received, and all three remain pending. Three basketball hoop registration forms were also received; they remain pending.</p> <p>Karen reminded residents that in order for ECC applications to be reviewed during the upcoming ECC meeting, applications must be received by the last Friday of each month.</p> <p>The LLA annual community yard sale is Saturday, May 5th beginning at 8am. Contact Joy Gurley at LLA for additional information.</p> <p>The sidewalk and mailbox repairs (as noted in the November minutes) remain ongoing ECC issues.</p>
5. Parcel Transfers to LLA	Tom, Brian, Arthur, and Stan were absent; no report provided.
6. Developer Status	Tom, Brian, Arthur, and Stan were absent; no report provided.

New Business

Action Items	Comments/Resolution
1. LLA/WW Administrative Items	Jim sent a letter to LLA giving them authority to enforce WW covenants that exceed those outlined by LLA. LLA is working with their attorney on this document. Jim will continue to follow-up with Clay for an update.
2. Insurance Policy	Jim gave an overview of coverage provided by IHG insurance company. The policy is projected to cost approximately \$1,800. BOD members are to review and vote on the policy by next month.
3. Developer Punch List	<p>Bud Rossig met with Clay to address the concern that certain roads in the development, although offered, have not been accepted or taken over by the County. Bud will follow-up with Frederick County representatives regarding the roads and will also try to obtain the punch list information on the community. Bud will contact Jim next week with updates.</p> <p>The BOD has yet to obtain the punch list they requested from the developer.</p>
4. Capital Improvement Project Ideas	Matt met with JR Trawick Landscaping to obtain designs and cost estimates for the signage at the second entrance. Their \$11,800 proposal included labor and materials for two 4' high x 9' long signs (one facing east and one facing west). Their proposal does not include lettering. Matt

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	<p>has a meeting set for Sign Solutions on April 19th, and he is also planning to meet with Express Signs. Bud Rossig will also investigate companies that provide lettering.</p> <p>Matt noted that the mortar underneath the lettering on the front entrance needs to be repaired. Jim will contact Clay because LLA is responsible for the maintenance of entrances.</p> <p>Jim shared that Clay agreed to install five to six benches (similar to those around the Tot Lot) around the WW community. Jim will meet with Clay to determine locations. Additionally, Jim will look into installing dog stations around the community.</p> <p>Gail Treglia suggested improving the pond on SanAndrew and presented a proposal from Frederick Landscaping. Jim will share this with Clay.</p> <p>The idea of a neighborhood Christmas/Holiday Party at the golf pavilion was mentioned. Anyone interested in chairing this event is welcome to contact a member of the Board.</p> <p>Residents remain encouraged to contact the Board with capital improvement project ideas</p>
5. Resident Forum	Jim addressed the concerns about the home invasion on Pond Fountain with Clay. Clay has set up meetings with the County Sherriff's office to establish a better communication process.

As Spring approaches and neighbors enjoy going outside, residents should be mindful that walking on golf paths or playing on the greens is not permitted. This property is owned by the golf course. So in addition to trespassing on golf course property, walking on the golf paths or greens is not safe, particularly when golfers are playing. Additionally, residents are reminded that all pets must be on a leash when outside their yard. Please be courteous to your neighbors and respect Frederick County's leash law.

The meeting was adjourned.

Reminder: May's WW HOA meeting will be in the golf club dining room. We hope to see you there! Feel free to contact any Board member with questions or concerns. Your input is appreciated and welcome.

To receive a copy of the HOA minutes via email, please contact Peg McGreevy (301.865.4987 or mmmcmcgreevy@leggmason.com)