

**Churchill Village-South Homeowners Association**  
**Board of Directors Meeting**  
**October 10, 2007**

The Board of Directors of Churchill Village-South Homeowners Association held a Board Meeting at the Community Center on Wednesday, October 10, 2007.

**Members Present:**

Steve Buc, President  
Mike Trentadue, Vice President  
Richard Hor, Secretary  
Robert Fuss, Director  
Dean Farley, Director

**Also Present:**

Annie Geralis, Community Manager  
Ruth Ann Allen, Recording Secretary  
Joel Perlroth, ARC  
Liz Gross, Community Center Administrator

**Member Absent:**

Frank Grimm, Treasurer

**Homeowners Present:**

Kathie Matthews, 20010 Lake Park Drive  
Alicson Knowland, 20157 Laurel Hill Way

**A. CALL TO ORDER:**

The October 2007 Board of Directors Meeting of Churchill Village-South was called to order by Steve Buc at 7:32 p.m.

**B. HOMEOWNERS FORUM:**

1. Kathie Matthews, 20010 Lake Park Drive, mentioned that the landscaping on the hill before Lake Park Drive and behind it to the lake needs to be updated. These areas were landscaped about 15 years ago, but the area now has plants that are dead and overgrown. Management will have Dunlevy come look at the area. The Board will add the Lake Park Drive area to the landscaping plan for the future. There are also other bushes, past 20026 Lake Park Drive down to the lake and on the corner of Lake Park Drive and Lake Park Court, that are dying.

2. Alicson Knowland, 20157 Laurel Hill Way, was present to follow up on the removal of the tree at 20157 Laurel Hill Way. Management mentioned that the tree removal should begin on Friday and be finished by the middle of next week.

3. Joel Perlroth, Wyman Way, mentioned that a section of town homes on Wyman Way are considering changing their cedar shakes to cedar impressions, which is vinyl. The Board stated that a common application from all homeowners would be needed. Mike Trentadue stated that the homeowners should make sure that there is

consistency of color and material for the whole row of town homes. Joel will relay this information to these homeowners.

### C. REPORTS of DIRECTORS/COMMITTEES

#### 1. ARC

Management received two (2) ARC applications for the Board. Mike Trentadue mentioned that he was impressed with the ARC application from 20134 Wynnefield Drive, and the Board should think about making this a standard for all applications. The Board was really impressed with the plat map that showed where the house was located and the immediate neighbors. Management mentioned that copies of the plats could be put on the web site for homeowners to download.

The Board had two ARC applications to approve/disapprove.

**MOTION:** (Mike/Dean) Approve the two (2) ARC applications: 20134 Wynnefield Drive and 12413 Winterspoon Lane as submitted. The motion passed unanimously.

#### 2. Community Center

Liz Gross was present to follow up with the Board on the administering of Community Center rentals. Liz mentioned that she is not receiving the bank statements in a timely manner in order to prepare the reports for the Board. The Bank does not seem to understand that Liz should also received a copy of the statement. Management mentioned that the PNC Bank accounts are on line and Liz should be able to get the statements this way. Management will check into this.

Mike Trentadue mentioned that the Board has been disappointed with the condition of the carpets in the Community Center, and the damages have not been put on the inspection reports. Liz suggested that most of the carpet damage has been done by the swim team over the summer. The Board mentioned that all damage to the carpet should be put on inspection reports, and the Board will handle the situation if it involves rental for community activities.

Mike also mentioned that the Board has not seen a request for the rental of the Community Center for the Halloween Party. Liz mentioned that she didn't realize that an application should be filled out for a community event. The Board reiterated that anyone renting the Community Center and requesting to waive the fee, should fill out an application, ask in writing or come to the Board meeting with their request. Management will get in touch with Tom Santucci and have him write a request for use of the Community Center for the Halloween Party. The Board will vote on this matter by special vote. Requests for use of the Community Center for Community activities should be presented to the Board at the beginning of the year.

The Board would also like to discuss with Mr. Santucci about the storage of the Halloween decorations in the office of the Community Center. The Board does not feel that this is an appropriate place to store the decorations.

It was also noted that the Social Committee is a sanctioned committee by the Board, but Jackie Riley is not the head of the Social Committee. She does the summer parties at the pool, but she is not head of the Social Committee.

## **D. MANAGEMENT REPORT**

### **1. Draft Budget**

**MOTION:** (Dean/Richard) Approve the Draft Budget for 2008 as was sent to the homeowners. The motion passed unanimously.

The Board received a letter from a CVS homeowner with comments on how to reduce the increase of the budget. The homeowner stated that he would attend the October 10, 2007 Board Meeting, but did not attend. A letter will be sent to the homeowner thanking him for his comments, and the Board would be willing to discuss the budget more if the homeowner comes to a Board meeting.

### **2. Snow Removal for CVS**

**MOTION:** (Dean/Mike) Ask Management to solicit additional bids for snow removal with the stipulation that there be a specific price for the application of sand and a specific price for removing the sand at the end of the snow season. The motion passed unanimously.

The Board mentioned that we are allowing Dunlevy to put down massive amounts of sand with no incentive to pick it up. Dunlevy should be able to quote a fair price for applying sand and removing sand. The removal of sand should also be done in early spring so that the sand does not end up going down the storm drains.

### **3. Snow Removal for Villas**

**MOTION:** (Mike/Dean) Award contract to PR Stevens for snow removal in The Villas as submitted. The motion passed unanimously.

### **4. CVS Crier**

Robert Fuss mentioned a couple issues of note in the next newsletter. On page 5 of the newsletter, it mentions under the new security system that the pools and Community Center are monitored 24 hours a day, except when the pools are open. He questioned whether this was the policy the Board voted on. Management will check on this issue.

Mr. Fuss also mentioned that it states that due to the security cameras and the higher fences, pool vandalism was greatly decreased this summer. He wanted it noted that the cameras were not working over this past summer.

### **5. Leaf Removal**

Mike Trentadue mentioned that Dunlevy does leaf removal in common areas of CVS. He asked Management if Dunlevy would offer leaf removal services to single family homeowners if they rake their leaves to the curb. Management mentioned that there are other companies that remove leaves also. Management will check into companies for the Board that remove leaves. Robert Fuss also mentioned that the County does pick up leaves as recycled materials on Mondays in the community.

6. Tennis Courts

Work has started on the Wisteria Tennis Courts. It is taking longer to fix the cracks as they were deeper than originally thought. Management mentioned that MidAtlantic Tennis Courts & Supplies is offering to paint the courts the US Open blue at no extra cost.

**MOTION:** (Mike/Richard) Advise tennis company to go ahead with the US Open blue at no additional charge from doubles line to doubles line and base line to base line with the surrounding outside area green. The motion passed unanimously.

**E. LEGAL/COLLECTION CORRESPONDENCE**

1. 13305 Wedgeport Lane

The homeowner has requested a payment plan for assessments owed to the Association. The homeowner has proposed a payment plan of the assessment plus \$25 a month and ask the Board to waive the legal fees. Mike Trentadue suggested that the homeowner should agree to pay an extra \$50 a month, and if the payment plan is kept, the legal fees would be rescinded.

**MOTION:** (Mike/Dean) Accept payment plan as presented by homeowner of the 2008 assessment fee plus \$25. If one (1) month of the payment plan is missed that the legal fees and lien will be reinstated. The motion was withdrawn.

**MOTION:** (Mike/Richard) Accept payment plan for 13305 Wedgeport Lane starting in October with the extra \$25 a month and remaining current. Once the homeowner has become current with their assessments, the current legal fees of \$774.00 will be waived. The motion passed with three (3) ayes and one (1) nay.

Management will send the homeowner a letter explaining the Board's motion, also, stating that to avoid further legal fees, the full payment should be received by the end of December. If the balance is not paid in full by the end of December, new legal fees will be assessed.

2. 13501 Walnutwood Lane

Robert Fuss mentioned that he thought this property was up for sale and had a contract sign in the front yard. Management will check if there is a closing attorney. Management asked of the Board what action should be taken if the property is not sold.

**MOTION:** (Mike/Dean) If 13501 Walnutwood Lane is not being sold, move toward foreclosure. The motion passed unanimously.

3. 13307 Waterside Circle

**MOTION:** (Dean/Mike) Proceed with foreclosure of 13307 Waterside Circle. The motion passed unanimously.

**F. NEW BUSINESS**

1. Overgrown Hedge

Near the path by the Winterspoon Pool there are overhanging tree limbs that need

to be cut back. There is also a privet hedge on homeowner property that is extending onto the path. The hedge should be cut back three (3) feet from the path. Management will follow through on this matter.

2. CVS Annual Meeting

The Annual Meeting for Churchill Village-South will be held on Sunday, October 14, 2007 at 9:00 a.m. at the Community Center.

**G. OLD BUSINESS**

1. Board Elections

The Board noted that Amy Knowland has put her name in for election to the CVS Board. The Board requested that Management let Ms. Knowland know that if she is elected to the Board she cannot serve on the ARC, which she was voted into last month.

2. Signs for Common Area at Winterspoon Lane

Management has the small signs to put in the common area on Winterspoon Lane.

3. Security Signs for Pools

Management has six (6) security signs for the pools. The Board requested that six (6) signs be put at the Wanegarden Pool. Management will order more signs for the Winterspoon Pool.

4. Legal Counsel

Management has not heard back from Joe Douglass, legal counsel, on the fence issue at Walnutwood Lane. Management has also not heard from him regarding language for suggested Board duties and the suggested SOP for treasurer relations on working on behalf of the Board.

**H. ADJOURNMENT**

**MOTION:** (Steve/Dean) Adjourn the October 2007 Board Meeting at 9:20 p.m.