

Flint Ledge Estates Community Association, Inc.
Minutes of Board Meeting:
111 Maryland Ave., Rockville, MD 20850
June 26, 2008

Attendees:

Board of Directors: Bing Bing Deng (BBD), Tim Mathias (TM), Brian Rogers (BR), Yifan Chen (YC), and Paul Li (PL)

City Representative:

Dwayne Jenkins (DJ)

Community member:

Gail Brooks (GB)

Call to Order (1 min):

Tim Mathias

Roll Call (2 min):

Paul Li



Review old businesses (75 min):

1. Sign off meeting minutes of last board meeting.
2. Gail Brooks (GB) proposed to have a forum for community members to be presented at each BoD meeting.
BR: community members should be able to make comments on the set agenda.
YC: it should be up to the President of BoD to set meeting agenda.
GB: there should be a set time slot for community forum.
DJ: many community associations have forum before meeting is called to order
TM: propose the final resolution to have 15 minutes of community forum before meeting is called to order. The community should be made aware of the existence of such forum so that issues can be brought up to the board for future discussion.
YC: second.
Resolution passed unanimously.
3. Transition of BOD to new parties.
BR: currently the only person signing CD of the community fund. Propose to add BBD to be authorized to sign off CD of the community fund.
TM: second
Pass unanimously.
4. Schedule meeting for next two months.
TM: agreed on Thursday. TM is volunteered to be available during the 15-min of community forum.
BR: will determine the exact dates for the next two BOD meeting and send out notice to everyone.
5. Association Tax Filing
BR: Sonia Rickman has informed BR that the filing will be done in the next few weeks.
TM: propose to consider changing tax accountant if the filing is not done before the next BOD meeting.

6. Statement of Insurance

BR: the statement of insurance for the community association has been posted on the community website.

BBD: have not received the paper version from mail.

7. Resident Agent Form

BR has signed the form. BBD has mailed out the check and the Resident Agent has been paid in full.

8. Landscape Contract

BR: sees the current contractor performing an adequate job in general maintenance. It is just the entrance area that requires more work.

BR: doubts that the contractor is capable of performing the job required at the community entrance. And the job may require much higher expense we currently pay the contractor.

TM: proposes to separate entrance flower bed maintenance from the general community maintenance contract.

BR: proposes that the community designs the entrance flower bed.

DJ: some other community has done a good job designing their own entrance area. Will find out more information for our reference.

YC: will work with DJ to obtain information to assist the design of the community entrance area.

9. Attorney & By-law changes

TM: by-law has not been updated. Need to determine the next step to take.

BR: community members have voted for updating the By-Law. So we have no choice but to proceed.

TM: will ask Mr. van Grack for a proposal of by-law update and community reserve assessment.

10. Side walk repair

TM: the community covenant stipulates that the townhome community is responsible for capital projects in areas of the townhomes that is not covered by the city. This is a change from our prior understanding. Previously, we thought the entire community should pay for the sidewalk repair project.

GB: the board needs to determine the scope of the repair project.

BR: we need to communicate the change very clearly and carefully with the townhome owners to avoid confusion. We also need to separate areas of necessary repair from areas of desirable repair.

TM: proposes BR to lead the efforts of determining the scope of repair and which area of repair is community obligation and which area individual's obligation.

TM: please refer to the proposal regarding side walk repair by BR in last BOD meeting.

BBD, TM and BR will work together to obtain at least three quotes on the sidewalk repair project.

11. Architectural variance

TM: a homeowner has request for installing windows without grids in half panel of the window. The reason cited is to allow more natural light.

BBD: this variance is not regulated by the community architectural standards.

TM: but we need to make a determination whether or not to approve the request.

BOD voted: three nah (TM, BR, PL), one abstain (YC), and one yes (BBD).

12. Trash at the entrance

TM: proposes to send letter to every community member to remind homeowners not to take out trash too early.

GB: there are areas at the side of the town homes that the trash bags can be placed for collection.

PL: volunteered to draft the letter.

Miscellaneous items (5 min)

DJ: public works of Rockville will meet with town home communities regarding trash collection issues. The BOD needs to set a date sometime in July or August for such a meeting to take place.