

ROWLEY DOWNS HOMEOWNERS ASSOCIATION
Board of Directors Meeting Minutes
August 13, 2012

Location: Monroe Hall

Time: 7:00PM

Board Members Present:

Michael Roueche, President
Dale Brinker, Vice President
Valerie Gill, Director at Large
Claydene Hodge, Director at Large
Albert Thompson, Director at Large
Steven Andres, Treasurer
Danny Pruett, RealManage

Board Members Absent:

Management Representative:

- I. **Call to Order:** The meeting was called to order at 7:10PM
- II. **Homeowner Forum:** Marka Boyer was present and wanted to mention that she is seeing thistles growing throughout the property. Pete and Kris Dunn wanted to bring up the fact that the concrete repairs that the Town of Parker (TOP) made last year left stains on the street and asked the Association's help in getting this resolved. RealManage will contact TOP to see who is the best contact and will forward this information to Director Hodge to distribute with email notification.
- III. **Consent Agenda**
 - a. Motion to approve the **July 9th, 2012** meeting minutes as amended. **(MSP, Unanimous)**
- IV. **Review Items**
 - a. **Financials** – Motion to approve moving all of the replacement funds from PNC bank to a money market account with Champions Bank **(MSP, Unanimous)**
 - b. **Management Report** – Board wants to make sure that the bank is contacted regarding the trees on Aintree Court that need to be removed.
- V. **Discussion Items**
 - a. **New Park/Playground at Marlborough** – The Board reviewed a slideshow presentation provided by Rick Hill. The Board would like to form a committee to help in the design of the park. They would like to have Rick Hill head the committee.
 - b. **Landscaping**
 - i. Motion to approve the Brickman proposal for \$1300 for the curb project **(MSP/Unanimous)**
 - ii. Motion to approve the Brickman proposal for \$850 for the drip zone work **(MSP/Unanimous)**
 - iii. **Front Entrance Changes** – The Board wants to know what the return on investment will be for the changes proposed by Brickman to the front entrance. The Board would also like to know the cost per island and if they could see a design from street level as opposed to a bird's eye view.
 - iv. **Trees Debrief** – All of the new trees have been installed around the community. Director Thompson has some concerns over a couple of the trees but he will have Pine Lane come out to inspect the trees and ask if they think tree bags are worthwhile. The Board wanted to thank Director Thompson and Rick Hill for all of their hard work with the tree installation.
 - v. **Shaw Landscaping** – No further communication has been received from Shaw Landscaping, the Board considers this to be a non-issue now.

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- vi. **Backflow Cages** – The Board wants to know if Brickman can provide less expensive options to cover the backflows.
 - vii. **Edinburgh Court Backflow** – A proposal was received to move the backflow, due to the cost the Board decided not to pursue the move.
 - c. **Newsletter/Email List Update** – Director Hodge has received some new email addresses. She will send out emails regarding contacting TOP for the concrete, information on the new path, Stonehenge drip zone and the need for volunteers for the playground project.
 - d. **Roofing Report** – The Board would like RealManage to contact the Association's insurance carrier to have them come out and inspect the roofs on the community structures and to see what the deductible is for replacement.
 - e. **Table on Sheffield Court** – The Board is going to allow some more time for owners to respond back regarding their table.
 - f. **Light Repairs** – Lights around the community are still not working properly. Director Thompson will meet with an electrician to show them all of the trouble zones so that they can provide an estimate for repairs.
 - g. **Bylaws/Covenants Enforcement** – The Board would like RealManage to provide examples of rules that might work for Rowley Downs as well as a fine policy.
 - h. **Collections** – Board decided not to engage an attorney for collection efforts at this time.
- VI. **Adjournment** – The meeting was adjourned at 9:40PM