

MINUTES OF MEETING

EASTGATE HOMES CORPORATION

March 8, 2011

A regular meeting of the Eastgate Homes Corporation Board of Directors was held at 7:30 p.m. on Tuesday, March 8, 2011, at the Lake Marion Community Center, Montgomery Village, Maryland.

Directors Present

Mary Helen Amery, President
Jeffrey Amtmann, Vice President
Carl Paperiello, Treasurer
John Hildreth
John Horton
Dina Sigano

Directors Absent

Mike Amery
Tina Dasler

Others Present

Diane Stasiewicz, MVF Director of Architectural Standards
Aimee Winegar, Community Manager
Jennifer Thornett, Recording Secretary
6 residents

Residents' Time

The comments of residents are recorded separately.

Call to Order

Ms. Amery, President, presided. She opened the meeting at 7:49 p.m. with a quorum present.

Approve Minutes

Mr. Amtmann moved to approve the minutes of the regular meeting held January 25, 2011, as presented. The motion was seconded and passed unanimously.

Review Financial Matters

a. Review financial statements

The Board noted the December 2010 and January 2011 financial statements.

Mr. Horton moved to accept the Eastgate Homes Corporation financial statements for December 2010 and January 2011 as presented. The motion was seconded and passed unanimously.

b. Review delinquency report

The Board reviewed the Delinquency Report.

c. Consider reinvestments

The community manager noted that there is \$18,000 in the money fund. She added that a CD worth \$16,000 matured on February 21, 2011. It was recommended that \$10,000-\$15,000 be reinvested between now and May as the funds permit.

Mr. Horton moved to reinvest up to \$10,000 as the funds are available. The motion was seconded and passed unanimously.

Committee Reports

a. Audit/Reserves/Budget

It was noted that the audit was completed; it is attached for the record.

b. Communications

Ms. Amery asked the Board to send her information to include in the *Village News*.

c. Maintenance

Mr. Amtmann reported that the maintenance inspection was conducted on March 4, 2011. He added that the Maintenance Committee is investigating the cost to perform seal coating for the single family communities. Ms. Winegar reported that GMC noted that the cost for seal coat would not exceed \$0.75/sq yard. The Board directed the community manager to solicit additional bids for seal coat.

d. MAC Report

Ms. Amery reported that the Management Advisory Committee (MAC) met in February 2011. She added that the frequency of meetings will be reduced. Ms. Amery noted that representatives from Verizon FIOS attended the meeting. She reported that Verizon is again requesting authorization for easement in Eastgate. Ms. Amery explained that Verizon has an agreement with the county that every resident will have access to FIOS by 2016.

e. Election

No report.

f. ***Nominating***

No report.

g. ***MVF Representative***

No report.

Adjourn to Annual Meeting

The regular meeting adjourned to the annual meeting at 7:58 p.m. and reconvened at 8:22 p.m. The annual meeting is recorded separately.

Management Report

a. Note Covenant Report

The Board noted the Covenant Report.

Ms. Winegar presented the Management Report and highlighted the following items:

1.b. FEMA has denied Eastgate's application for reimbursement of costs for snow removal after the 2009/2010 winter storms; related correspondence is attached for the record. The Board directed the community manager to write a letter thanking the legislators for their support while highlighting the unique nature of Eastgate since the roads are privately maintained yet publicly accessible. Ms. Winegar agreed to submit a draft letter via email for board member feedback.

3.a. The Board noted the request from the resident of 7927 Otter Cove Court for an additional extension of the Private Property Maintenance (PPM) deadline and a waiver of fines to date. It was noted that the resident has an extenuating circumstance due to health reasons.

Ms. Sigano moved to waive the Private Property Maintenance fines at 7927 Otter Cove Court. The motion was seconded and passed unanimously.

4.f. Ms. Winegar reported that she will meet with the engineer from Verizon to discuss the installation of FIOS in Eastgate. She added that Verizon will seek a letter of permission to work in the community similar to the letters signed by other homes corporations; an example is attached for the record. Ms. Winegar explained that this will give Verizon permission to dig up community property rather than their easement, which is the first eight feet of every yard. She added that it is much easier for the MVF to go after damages to greenspace

than it would be for individual homeowners. Ms. Amery requested that proof of receipt of the letter be provided.

Ms. Winegar reported that the engineer wants to be in design by June. She noted that she will propose an on-site meeting to discuss how to handle the unique needs of a community like Charlesgate.

Mr. Hildreth moved to authorize the President to sign the letter authorizing Verizon to use the community property easement. The motion was seconded and passed unanimously.

4.g. The community manager asked that the Board to notify her of any changes needed to the Homeowner Guide.

Ms. Winegar noted the correspondence from the Maryland Legislative Action Committee regarding the priority lien legislation; it is attached for the record.

Ms. Winegar noted the correspondence sent to the residents of 20244 Harbor Tree Road regarding the bill for cleanup of branches dumped on community property; it is attached for the record. She noted that the residents have agreed to pay the bill in two monthly payments.

Ms. Winegar noted the correspondence from the county regarding the Being Good Neighbors program; it is attached for the record. She added that new laws will go into effect later this spring regarding home-based businesses, parking for heavy commercial and recreational vehicles, off-street parking and paving of front yards. Ms. Winegar noted that the MVF rules are more restrictive than county law.

Ms. Winegar noted correspondence from Bob Hydorn, President of the MVF Board of Directors, in support of the priority lien legislation; it is attached for the record.

The Board noted the request for write-off for 7931 Otter Cove Court

Mr. Hildreth moved to approve a write-off for the delinquent account EG92103 in the amount of \$287.52. The motion was seconded and passed unanimously.

Unfinished Business

A. Consider maintenance items

Storm Drain Inspection

The Board reviewed the 2010/2011 storm drain inspection report. It was noted that the storm drain at 20505 Yankee Harbor Place is rated a 5, which requires immediate repair. Ms. Winegar noted that the repair should not exceed \$500.

Mr. Horton moved to approve the storm drain repair at 20505 Yankee Harbor Place, with the expenditure to come from reserves and not to exceed \$500. The motion was seconded and passed unanimously.

B. Consider Neighborhood Watch signage

The Board reviewed the potential locations for the Neighborhood Watch signs. Ms. Winegar noted that the police will provide two signs free of charge; the cost for additional signs is \$20 each, not including installation. She added that the cost for the signs will come from reserves.

Mr. Paperiello moved to authorize the purchase and installation of Neighborhood Watch signs from reserves per the proposed locations. The motion was seconded and passed unanimously.

New Business

A. Elect officers

Ms. Amery opened the floor for nominations.

Mr. Hildreth moved to nominate Ms. Amery to the office of President. The motion was seconded and Ms. Amery was elected by acclamation.

Mr. Hildreth moved to nominate Mr. Amtmann to the office of Vice President. The motion was seconded and Mr. Amtmann was elected by acclamation.

Mr. Amtmann moved to nominate Mr. Paperiello to the office of Treasurer. The motion was seconded and Mr. Paperiello was elected by acclamation.

B. Appoint committees

The Eastgate Homes Corporation Board of Directors has established the following Committees:

Audit/Budget/Reserves	Paperiello
Maintenance	Amtmann/Horton
Management Advisory Committee	Amery
Nominating	Committee of the Whole
Election	Committee of the Whole
Publicity	Amery
Neighborhood Watch	Dasler/Sigano
Ad Hoc: Spring Picnic	Committee of the Whole

C. Consider Maintenance Contract

The Board considered the proposed maintenance contract for 2012-2014. It was noted that the proposed contract does not include an increase for 2012. Ms. Winegar reported that the current maintenance contract expires in December 2011. She added that the contract is reflective of the level of service needed for the age of community. There was discussion regarding the frequency of mowing and weed control.

It was noted that there was an error on last year's budget for the maintenance contract account. Ms. Winegar reported that the error was caught during the audit. She added that Eastgate will be refunded the difference.

There was discussion regarding the labor rate on Schedule D. The Board directed the community manager to negotiate with the maintenance contractor to reduce the labor rate to \$38 per hour. It was noted that Ms. Amery and Mr. Amtmann can then review the remainder of the contract. It was added that the contract can be put out for bid if the maintenance contractor will not reduce the labor rate.

D. Consider audit

The Board noted the draft audit. There was discussion regarding the process to raise the assessment ceiling.

Mr. Horton moved to accept the 2010 draft audit. The motion was seconded and passed unanimously.

Adjournment

Mr. Paperiello moved to adjourn the meeting at 9:51 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 9:51 p.m. The reports, authorizations, and other documents presented at the meeting have been initialed for identification and attached hereto or filed in the offices of the Montgomery Village Foundation.

Jennifer Thornett
Recording Secretary

Approved: _____