

1 Fountain Hills Community Association, Inc.
2 Regular Meeting Minutes
3 December 6, 2007

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5 The Board of Directors of Fountain Hills Community Association, Inc. met at the UpCounty Regional
6 Services Center, Germantown, Maryland on December 6, 2007 at 7:30 p.m. for a regular meeting.

7 **Present:**

8 Mr. Tom McDowell, President
9 Ms. Sui Poon, Vice President
10 Mr. David Holtzman, Treasurer
11 Ms. Alice Kalamar, Director
12 Ms. Sue Adamkiewiez, Director

7 **Absent:**

8 Mr. Frank Walsh, Secretary

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14 **Others Present:**

15 Mr. Stephon Collins, Vanguard Management
16 Ms. Erin Barry, Recording Secretary

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18 **I. CALL TO ORDER**

19 Mr. Tom McDowell called the meeting to order at 7:36p.m. with a quorum present.

20 **II. HOMEOWNER FORUM**

- 21 • A resident thanked the Board for the action taken on issues he had brought before the
22 Board this year.
23 • A resident complained that the snowplow pushes the snow so that it blocks driveways.
24 He requested they shovel the snow a different direction.
25 • Homeowner, Nick Mahabir nominated Steve Muse for the vacant Board position.
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27 **III. MINUTES OF MEETING**

28 The Board reviewed the minutes of the November meeting.

29 Motion: To accept the November minutes as corrected. Poon/Holtzman Vote: Unanimous

30 **IV. REPORTS OF OFFICERS OR DIRECTORS**

31 There were no reports of the Officers at this time.

32 **V. COMMITTEE REPORTS**

33 **A. Social Committee**

34 Ms. Poon reported that the Appreciation Dinner of November 13, 2007 was a great success
35 and expressed that those who couldn't make it were deeply missed.

36 **B. Landscaping Committee**

37 Nothing to report.

38 **C. Pool Committee**

39 The committee commented that there was damage to the pool house and to some steps in
40 front of the pool that needed to be repaired. They requested that these repairs be addressed
41 at another Board meeting.

- 44 **D. Web Committee**
- 45 The Board requested an electronic version of the by laws be posted on the website.
- 46 **E. Fountain Hills Condominium**
- 47
- 48 The Fountain Hills condominium committee reported they elected a new Board that
- 49 consisted of the former Board members, except for the addition of a new President, Ira
- 50 Alder. The Board will not meet in December. They selected Brickman as their new
- 51 landscaping company. They made arrangements to correct issues with their fire alarm
- 52 system and repairs on their large bay windows.
- 53 **F. Architectural Review Committee**
- 54 The committee met with four Board members to go over the updated ARC guidelines. Ms.
- 55 Brill is working on the final editing for the ARC guidelines. She will get a corrected copy
- 56 of the guidelines to the Board at a future meeting. The Board discussed the cost and options
- 57 of renting a room for the ARC meetings.
- 58 **VI. MANAGEMENT REPORT**
- 59 **A. Review Application for Vacant Board Position**
- 60 The Board tabled this until another meeting. Meanwhile, they will review the by laws on
- 61 election procedure and authority.
- 62 Action: Invite the candidates to the next Board meeting.
- 63 **B. Board Action Without a Meeting**
- 64 The Board reviewed the bylaws regarding this issue.
- 65 Action: The Board will seek counsel from Fountain Hill’s Attorney on the bylaws, Article 5,
- 66 Section 1V & V and ask them to provide direction on the process and authority of the
- 67 Board to fill a vacant Board position.
- 68 **C. Pool Management Bids**
- 69 The Board looked through the proposals of the pool companies. They agreed to each select
- 70 a company and call their references. The Board noted that Community Pools left their
- 71 pricing the same as last year in hope of compensating for the difficulties experienced for the
- 72 2007 pool season.
- 73 Action: Vanguard will check into the cost of the fountains maintenance for the past couple of
- 74 years and send an estimate to the pool company candidates.
- 75 Action: Each Board member will contact a pool company and focus on staffing and cleanliness,
- 76 the ratio of international students hired verses neighborhood students, their ability to
- 77 perform maintenance in a timely manner and their experience with fountain
- 78 maintenance. They will decide on the top three companies to invite to the January
- 79 Board meeting.
- 80 **D. Follow Up on Complaints of 13207 Scarlet Mist**
- 81
- 82 The homeowner was found to be in violation by codes of operating a business from their
- 83 home and given until January 15, 2008 to come to compliance. The homeowner was also
- 84 cited for their porch, which will be reinspected after the holidays.
- 85 Action: Vanguard will communicate with the homeowner who brought the violations of 13207
- 86 Scarlet Mist to Management’s attention and let them know the outcome of their
- 87 complaint.

88 **E. 2008 Operating Plan**

89 The Board reviewed the year’s overview and noted the time issues of agenda items. They
90 also reviewed the Fountain Hills Community Association Committees and which Board
91 members would be the committee liaisons.

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93 **F. Management Fee schedule**

94 A Board member had some questions about Management’s fee schedule. He noted that
95 regarding the November 20, 2007 letter there was a fee change for Vanguard’s services. He
96 was concerned because this fee change came about during the middle of the year’s budget
97 and wondered how that would affect the budget. He also had questions about the fact that in
98 the letter it stated the charge for the condominium resale packet was at the discretion of
99 Vanguard. He requested an explanation on these issues at the next meeting or via email.

100 **V11. UNFINISHED BUSINESS**

101 There was no unfinished business at this time.

102 **V111. NEW BUSINESS**

103 There was no new business at this time.

104 **1X. ADJOURNMENT**

105 There being no additional business the Board meeting adjourned at 8:57 p.m.

106 Motion: To adjourn the meeting at 8:57 p.m. Poon/Adamkiewicz Vote: Unanimous

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Respectfully Submitted,

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Erin Barry, Recording Secretary

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Fountain Hills Community Association, Inc.

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Motion List

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December 6, 2007

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Motion: To accept the October minutes as corrected. Poon/Holtzman Vote: Unanimous

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Motion: To adjourn the meeting at 8:57 p.m. Poon/Adamkiewicz Vote: Unanimous

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Fountain Hills Community Association, Inc.

Action List
December 6, 2007

- Action: Invite the candidates to the next Board meeting.
- Action: The Board will seek counsel from Fountain Hill’s Attorney on the bylaws, Article 5, Section 1V & V and ask them to provide direction on the process and authority of the Board to fill a vacant Board position.
- Action: Vanguard will check into the cost of the fountains maintenance for the past couple of years and send an estimate to the pool company candidates.
- Action: Each Board member will contact a pool company and focus on staffing and cleanliness, the ratio of international students hired verses neighborhood students, their ability to perform maintenance in a timely manner and their experience with fountain maintenance. They will decide on the top three companies to invite to the January Board meeting.
- Action: Vanguard will communicate with the homeowner who brought the violations of 13207 Scarlet Mist to Management’s attention and let them know the outcome of their complaint.

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Residents in Attendance

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Nick Mahabir

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