

Corrected as approved on April 6, 2017

**Fountain Hills Community Association  
Board of Directors Meeting  
March 2, 2017**

The Board of Directors of Fountain Hills Community Association held a Board of Directors Meeting at the Germantown Upcounty Center on Thursday, March 2, 2017 at 7:30 p.m.

**Board Members Present:**

Harry Matchett, President  
Sherry Lee, Vice President  
Hari Donthi, Treasurer  
Frank Walsh, Secretary  
Robert Love, Director  
Joann Windsor, Director

**Also Present:**

Julie Hoffmann, Community Manager  
Ruth Ann Allen, Recording Secretary

**A. CALL TO ORDER**

The March Board of Directors Meeting was called to order by Harry Matchett at 7:33 p.m.

**B. CORNERSTONE MONTGOMERY**

Stacey Teig, Program Supervisor for Cornerstone Montgomery, was present to check in with the Board regarding the group homes located within the community. These group homes allow the residents to live work and integrate successfully into the community. The Board noted that there have been no problems with the group homes. Ms. Teig noted that most of the residents have mental health issues and that the residents are not allowed to use alcohol or drugs and are discouraged from smoking. The group homes are staffed twenty-four (24) hours a day to serve the clients. Ms. Teig noted that the group homes try to be good neighbors and there has been no effect on property values with group homes in neighborhoods. Ms. Teig noted that she should be contacted in the event of any issues.

**C. HOMEOWNERS FORUM**

1. Hari Donthi, Board Member, noted that the sidewalks by the townhomes are cracking and uneven. Management noted that concrete throughout the community is to be evaluated this year, as indicated by the Reserve Study.
2. Joann Windsor, Board Member, inquired if it was possible to get a hard copy of the CCOC approved training class test. Management will check on this matter.

Ms. Windsor inquired about repairs to community property following the vehicle crash on Liberty Mill Road. Management stated that she has not heard back from the insurance company, but they are taking full responsibility for repairs.

3. Frank Walsh, Board Member, provided Board members with a copy of an article from Gazette.Net regarding the hiring of unauthorized aliens by RSV Pools between 2009 and 2013.  
Mr. Walsh also inquired about tree vouchers, available from the County, to cover costs associated with planting replacement trees in the community. Management will check on this matter.  
Mr. Walsh noted that the lights that are out at the pool will be marked with blue tape.

#### D. MINUTES

1. February 2, 2017 Board of Directors Meeting Minutes  
As not all Board members had time to review the February 2, 2017 Board of Directors Meeting Minutes, the approval was tabled until the next Board Meeting.  
**MOTION:** (Harry Matchett/Sherry Lee) Table the approval of the February 2, 2017 Board of Directors Meeting Minutes until the April Board Meeting.  
**Vote:** Motion Passed – 4 ayes/2 nays (Love, Walsh)/0 abstentions

#### E. MANAGEMENT REPORT

1. Fountain Maintenance Contract  
Management provided the Board with the revised Fountain Maintenance Contract with RSV Pools. The fountains will be opened by April 1<sup>st</sup> and closed by October 15<sup>th</sup>, with a weekly service visit for a cost of \$3,600.00.  
It was noted that Management had previously provided a proposal for repairs to the fountains. It was noted that RSV Pools will assess the fountains when they are opened, and will provide their recommendations for repairs. The contract with RSV Pools is to keep the fountains running for this year, and the Board will continue to discuss replacement of the fountains.
2. FY2018 Draft Budget  
Management reviewed the timetable for approving the budget for FY2018. The Board is to approve the draft budget at the April Board Meeting, after which it will be distributed to homeowners. Homeowners will be invited to comment on the budget at the May Board Meeting and the final budget will be approved at the June Board Meeting.  
Management will email the draft budget to Board Members by March 15<sup>th</sup> for their review.  
The Board also discussed how to set up the presentation of the proposed budget to homeowners.  
**MOTION:** (Harry Matchett/Sherry Lee) Send out the proposed budget with two (2) columns with the FY2018 proposed budget and the FY2017 budget for all three (3) communities.  
**Vote:** Motion Passed – 5 ayes/1 nay (Walsh)/0 abstentions
3. Revised Draft FY2016 Audit  
Management provided the Board with the revised draft FY2016 Audit. Management noted that the \$5,515.00 for pool repairs and \$729.00 for plumbing repairs approved at the April 2016 Board Meeting were not included in the audit.  
**MOTION:** (Harry Matchett/Sherry Lee) Have the auditor put in the \$5,515.00 in pool repairs done in May of 2016 and the \$729.00 for pool plumbing repairs in that same timeframe.

**Vote:** Motion Passed – 5 ayes/0 nays/1 abstention (Walsh)

Harry Matchett also noted that the audit does not include any amount for Receivables and Bad Debt. Last year the amount of bad debt expense was noted at \$38,000.00 and this year it is at \$0.00.

**MOTION:** (Harry Matchett/Sherry Lee) Have the auditor reflect the Board’s estimated bad debt expense for assessments for FY2016 of \$38,000.00 on the auditor’s financial statement.

**Vote:** Motion Passed - 5 ayes/1 nays (Walsh)/0 abstentions

It was also noted that there are many accounts that have small amounts that are never paid off. It was suggested that a reminder be sent to these homeowners to pay off the amount on their account to zero. Management noted that these homeowners receive a late notice every month. It was suggested that a note be added to the cover letter with the draft budget as a reminder to zero out overdue accounts.

**MOTION:** (Hari Donthi/Frank Walsh) Send a special notice to those homeowners with less than \$100.00 on their account to remind them to pay off the account.

It was suggested that a notice, that homeowners with small balances should pay off the amounts on their accounts, could be included in the cover letter with the proposed draft budget. Management will draft a cover letter for the Board’s review.

**Hari Donthi withdrew his motion.**

4. Automated External Defibrillator (AED)

It was noted that the existing AED is past its expiration date and that it may need to be replaced.

**F. EXECUTIVE SESSION**

**MOTION:** (Harry Matchett/Sherry Lee) Move into Executive Session at 9:10 p.m.

**Vote:** Motion Passed – 4 ayes/2 nays (Love/Walsh)0 abstentions

**G. RESULTS OF THE EXECUTIVE SESSION**

The Board took action on requests for payment plans and a settlement offer.

**H. ADJOURNMENT**

**MOTION:** (Harry Matchett/Sherry Lee) Adjourn the Board of Directors Meeting and Executive Session at 9:30 p.m.

**Vote:** Motion Passed – 5 ayes/0 nays/1 abstentions (Walsh)