

## **FOUNTAIN HILLS COMMUNITY ASSOCIATION, INC.**

c/o Vanguard Management Associates, Inc.  
P.O. Box 39 • Germantown, Maryland 20875-0039  
(301)540-8600 • Fax (301)540-3752

Board of Directors Meeting  
Thursday, January 6, 2005

### **MINUTES**

The meeting was called to order at approximately 7:31p.m.

Present were:

Tom McDowell	William Renner	Frank Walsh
Siu Poon	James Caddell	Steven Muse

Craig Wilson and William Whitney of Vanguard Management

Recording secretary, Lydia Schairer.

There were no other attendees.

---

#### **Homeowner Open Floor:**

Bill Renner raised the issue of the sidewalks in the “Village” neighborhood in the vicinity of his home and an area near the entrance of the community on Fountain Hills Drive. Management will investigate.

Mr. Renner also noted that he had notified Montgomery County, via the County web site, concerning some street lights that were not working.

#### **Meeting Minutes:**

Regular Board Meeting of December 2, 2004 and December 2, 2004 organizational meeting of the Board.

There were several minor editorial corrections to both sets of minutes.

***MOTION*** By Bill Renner to approve the minutes of the regular Board Meeting of December 2, 2004 and the organizational meeting December 2, 2004 with corrections. The motion was seconded by Siu Poon and was passed without discussion or opposition.

#### **Guests from Community Pool Service:**

Mr. Duane Robbins and Mr. Rob Smith from Community Poll Service were present to review the status of staffing for the 2005 season as well as address any issues from members of the Board.

Mr. Smith indicated that they are in the process of interviewing lifeguard candidates and that they do not anticipate any problems with finding the appropriate staff for the pool.

Tom McDowell raised the possibility of adjusting the pool operating hours for the 2005 season based upon comments/requests from homeowners. The suggestion is to open the pool earlier on some days to accommodate families with small children. The suggestion was to open the pool at 10:00a.m. on Tuesday, Thursday, Saturdays, Sundays and holidays. The representatives from Community indicated that the change in hours could be accommodated by an adjustment in how the pool will be staffed for the season so that there will be no increase in the cost to the Association. The net change is an addition of six (6) operating hours per week.

**MOTION** By Tom McDowell to adjust the pool hours so that it will open at 10:00a.m. on Saturdays, Sundays and holidays commencing at the beginning of the season and on Tuesdays and Thursdays and when the public schools close for the summer. The motion was seconded by Bill Renner and passed without opposition.

**Reports of Officers:**

There were no reports.

**Reports of Committees:**

Tom McDowell asked that the issues of committee liaison assignments be put on the agenda for the February meeting.

<b>ARC</b>	There have been no applications for review.
<b>Pool Committee</b>	No report.
<b>Grounds/Landscaping Committee</b>	No report.
<b>Web Site</b>	No report.
<b>Social Committee</b>	No report.
<b>Fountain Hills Condominium</b>	Frank Walsh reported that the repairs to the building damaged by fire in January of this year remain uncompleted. There is still no estimated completion date. An occupancy permit was issued on December 31, 2004.
<b>Newsletter</b>	The Board asked Management to put together an abbreviated issue of a newsletter to include announcement of the new Board members and solicitation of volunteers for committees.

**Management Report:**

• **2005 Grounds Maintenance Contract:**

The proposed contract was included in the management package for Board consideration.

**MOTION** By Bill Renner to award the 2005 Grounds Maintenance contract to D&A Dunlevy Landscapers as presented. The motion was seconded by Tom McDowell and passed without opposition.

• **June 30, 2004 Draft Audited Financial Statements.**

The draft audited financial statements for the period ending June 20, 2004 had been previously presented to the members of the Board for review. There were no questions and there was no further discussion.

**MOTION** By Tom McDowell to accept the draft June 30, 2004 audited financial statements as presented. The motion was seconded by Bill Renner and passed without opposition.

• **Banking Accounts:**

Management had made suggestions concerning the deposit of Association funds as follows:

- 1) Open an operating savings account at Wachovia Bank for deposit of excess operating funds.

2) Transfer reserve funds from Merrill Lynch to another investment institution with no annual fees such as Legg Mason.

**MOTION** By Tom McDowell to move Association funds as suggested by Management. The motion was seconded by Siu Poon and passed without opposition.

**Old Business:**

Management was asked to provide additional copies of the maintenance inspection forms that had been previously distributed.

**New Business:**

Management distributed correspondence relative to an issue with 13377 vs. 13379 Rushing Water Way concerning a drainage issue. It appears that the matter is actually a dispute involving neighbors that should not involve the Association. It was agreed that Management will communicate to both neighbors to encourage them to resolve the matter between themselves.

The meeting was adjourned at approximately 9:08p.m.

The next meeting will be on February 3, 2005, at the Up-County Government Services Center.

Respectfully submitted,

Craig F. Wilson, Jr., CMCA®, AMS®  
Community Manager, Acting Recording Secretary