

Sara Wachspress

From: Sara Wachspress [sjw55@aol.com]
Sent: Friday, March 01, 2013 6:45 PM
To: 'Sara Wachspress'; 'Advantage Community Management'; 'Derenda Culligan'; 'Ina Nenninger'; 'Kenny Shealy'; 'Scott Scheurich'
Subject: RE: 2/21/13 TPDL ~~HOA~~ HOA mtg notes v2

The Plaza at Dunn Loring (TPDL) (aka Westbriar Plaza) Board Meeting – 2/21/13

Official Notes

- Meeting called to order at 7:07 pm, 2/21/13
- Members present: Sara Wachspress, Ina Nenninger, and Kenny Shealy were on site. Scott Scheurich, and Anthony Simone attended by phone.
- **Motion** to approve minutes from January meeting: Kenny motioned, Ina 2nd, no one opposed, motion passed.
- New attorney was introduced – Ed O'Connell.
- Rubber roofing for 2651. Tony recommended modified bitumen. Bids from several companies were discussed. Tony **Motioned** to accept bid from Larkin, Ina 2nd, no one opposed, motion passed.
- Clubhouse HVAC – bids from several companies were discussed. Kenny **Motioned** to accept bid from ABS, Ina 2nd, no one opposed, motion passed.
- Clubhouse Security System – Bids from several companies were discussed. Kenny **Motioned** to accept bid from Tyco, Tony 2nd, no one opposed, motion passed.
- Tyco bill – The balance owed is \$37,000. However due to the length of time it took to complete the work and time since the work was completed, Tyco is willing to lower it to \$19,000. Kenny **Motioned** to accept Tyco offer of \$19,000 if they change the recurring costs to reflect that they aren't doing managed service, Ina 2nd, the vote was 4 yes's and 1 no, motion passed.
- Newly formed committees attended HOA meeting.
 - Deborah presented 5 options for improving the appearance of common area hallways. The Board suggested that option 4 be pursued for pricing and options. This option includes replacing worn out carpet, painting hallways and doors, adding possible chair rail in hallways, and looking into upgrading light in hallways.
 - Communication forum – the communication committee will be provided with Verizon Concierge information and they can decide if they want to use that or create a web site.
- Reserve Study – Separate meeting set up with Ian Imber from IBI Consulting Services for March 4th, 7 pm to review his initial list of Reserve components.
- Conference line – board agreed to obtain a free call in number from freeconferencecall.com.
- 2651, #108 – requested approval to install green storm door. **Board approved** white storm door, until recommendations are made by the exterior committee.
- **Motion** to go into Executive Session at 10:35 pm. Kenny motioned, Ina 2nd, no one opposed, motion passed.
- Late Fee Waiver of \$100 for 2663, #313 – automatic payment from bank expired in January, and homeowner didn't realize it had stopped. ACM notified them they were late and they would be billed a \$50 late fee. ACM suggested they pay the late fee until they could request a waiver. The homeowners set up a corrected automatic payment but did not timely pay the late fee and incurred a second late fee. Sara **Motioned** to waive the first late fee, but not to waive any late fees after they were notified by ACM, Ina 2nd, no one opposed, motion passed.
- FHA Re-certification – Ina **Motioned** to have prior attorney complete this at a fee of \$750, Sara 2nd, no one opposed, motion passed.
- Meeting adjourned at 11:30 pm. Sara **Motioned**, Ina 2nd, no one opposed, motion passed.

Thanks,
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