

**Plaza at Dunn Loring
Board Meeting Minutes
May 17, 2013**

- 7:10 PM Call to Order
- 7:11 PM Presentation by Ed O'Connell of Whiteford Taylor Preston
"Community Association Leadership – the Essentials"
- 7:45 PM Post-Presentation Question and Answer Session with Unitowners (see Exhibit A).
- 8:20 PM Question from Ed O'Connell re rules that are being drafted for use of the clubhouse. These rules are being drafted by the Clubhouse Committee. Ed will review the drafts and provide comments and revisions.
- 8:25 PM A unitowner alerted ACM regarding some water leaks in the garages of 2653 and 2664 after hard rains.
- 8:26 PM Ed O'Connell asked the Board to review the trademark documents before the next meeting.
- 8:30 PM Brief discussion of the difficulties of getting a quitclaim from Jade
- 8:32 PM Management Report from ACM
- Ready for final inspection of cameras in clubhouse
 - We do not have an occupancy permit for the clubhouse because the county has lost the paperwork. Fire marshal will come out to inspect and give a temporary permit. Need to add things to the clubhouse in preparation for the inspection – fire extinguisher, first aid kit, emergency phone.
 - ACM will set up a date to make sure everyone's fobs/keycards can access the clubhouse.
 - Need to set up a clubhouse calendar. Should we do that on the "concierge" website? (Note: Anders Lundegard said that he could not get things to work on the website.)
 - New light fixture has been installed over the main door of 2665.
 - Did the Board see Ian's answers to our comments on the reserve study? (Answer – No.)
 - Question re installing a programmable thermostat in the clubhouse to save energy. (Answer: Seems like a good idea.)
 - Have received some bids from deck replacement contractors: \$170k+ for wood; \$240k+ for composite. Need this info for the reserve study.
 - The Clubhouse Committee has priced televisions for the clubhouse (main room, exercise room) at a maximum of \$800 total.

Deborah Anne Howard

- 8:43 PM Ina Nenninger motioned to let the Clubhouse Committee spend up to \$800 on two televisions. Scott Scheurich seconded. All approved.
- 8:44 PM Ina Nenninger motioned to approve the minutes from the previous Board meeting. Deborah Howard seconded. All approved.
- 8:46 PM Ina Nenninger motioned to go into Executive Session to consult with legal counsel. Deborah Howard seconded. All approved and the Board went into Executive Session.
- 9:05 PM The Board came out of Executive Session and had a discussion with a unitowner regarding a recent correspondence.
- 9:20 PM Ina Nenninger motioned to go back into Executive Session to discuss unitowner violations. Deborah Howard seconded. All approved and the Board went back into Executive Session.
- 9:40 PM The Board came out of Executive Session.
- 9:40 PM Ina Nenninger motioned to adjourn. Deborah Howard seconded. The meeting adjourned.