

**Lexington Mews Association  
Board Meeting – Open Session  
January 17, 2019**

The meeting was called to order at 7:58 PM.

Present were Cory Plock (Board Member/President), Gary Pasquarello (Board Member/Vice President), Marie Meliksetian (Board Member/Treasurer), Doug Brown (Secretary/Director) and Marie Starnes (Board Member/Director).

Also, in attendance was Art Stueck and Doris DaSilva of REI Property and Asset Management.

**Homeowners Open Forum:**

There were no actions items for the Board or REI as a result of the Homeowners Open Forum.

**Officer Reports:**

There were no Officer Reports given.

**Ratification of the minutes:**

Gary P. made a motion to accept the Open Session Minutes from the November 15<sup>th</sup> and December 11<sup>th</sup>, 2018. Marie S. seconded the motion. All present voted in favor of the motion. REI to send Cory P. a PDF copy of the approved Open Session Minutes to post on the Association's website.

**Fine Hearings:**

The Board decided not to post the fine to unit 1501 for the camera. However, the homeowner cannot re-install the camera again and, in the future, if they would like to make any modifications, they must fill out a Modification Request form. REI to notify the homeowner of the Board's decision.

REI to follow-up with the homeowner of unit 2706 regarding the foundation cracks on his unit. Homeowner has to allow the maintenance worker access to the unit to address the issues or the fine-hearing that was pended will be reinstated for the previous insurance claim.

**REI's report on follow-ups from the last board meeting:**

REI to follow-up with the Maintenance & Repairs Department regarding the chimney leak in unit 1102. REI to remove the exterior siding to see what damages there are to the wood inside and determine the cause of the leak.

REI to follow-up with BMS regarding the header beam project.

REI to note on the tickler - obtain quotes for crack filling in April/May of every year. REI to note that the Board was not satisfied with M&S's performance.

REI to contact Sunburst regarding some marks and scrapes on the paving by the pool parking lot.

REI to note on the tickler - March/April Art S. to meet with Sunburst onsite to review the drain issue on the hill by the pool area the water issue returns.

The Board reviewed the Modification Request Form from unit 1301 for the installation of the doorbell camera and handrails. The Board approved both requests. REI to send a letter to the homeowner with the Board's decision.

REI to draft a modification to the camera rule to add the allowance of a doorbell camera. Once the rule has been approved by the board, REI will send to the community for notice and comment.

The Board reviewed the request from unit 1803 regarding the sale of her unit to her mother and keeping the renter in place. The Board denied the request as it goes against the governing documents that require that a homeowner live in the unit for a period of 24 months before they can rent their unit. REI to notify the homeowner of the Board's decision.

REI to follow-up with the homeowners who haven't turned in their vehicle registration form.

### **Financials:**

The December 31, 2018 Financials were reviewed.

Art S. to work with Marie M. on the financials and spreadsheet.

Art S. will draft a letter for the homeowners with a recap of the finances for the 2018 calendar year. The Board will review the letter and, after it's approved, the letter will be mailed to all homeowners.

REI to note the tickler that a copy of the audit needs to be sent to the homeowners once it's completed. Only the Income and Expense Report and Balance Sheet need to be sent out.

REI to note on the tickler that the annual audit is due by March 31<sup>st</sup>.

REI to follow-up with accounting to give Marie M. web access to CAB.

REI to follow-up with accounting on capital contributions. When received, they are to be transferred into the reserves.

**Work Orders:**

REI to follow-up with the work order for unit 2207 for the siding and garage area repairs.

**New Business:**

REI to notify accounting to add the unit type to the resale log.

The Board notified REI that unit 2103 is rented. REI to send a letter requesting the lease for unit.

REI to check the spelling of unit's 2207's owner.

REI to note in the client profile the dog waste information provided by Marie S. for future reference.

REI to follow-up with Attorney Pilicy regarding the letter to Algonquin Gas for the reimbursement of the power washing costs.

**Claims:**

There were no claims discussed.

**Proposals:**

There were no proposals to approve.

A motion to adjourn was made by Marie S. at 9:21 PM. Doug B. seconded the motion. All present voted in favor of the motion.