

**Lexington Mews Association
Board Meeting – Open Session
June 20, 2019**

The meeting was called to order at 7:38 PM.

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

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:

Marie S. made a motion to accept the Open Session Minutes from the May 16, 2019 Open Session meeting. Marie M. 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.

Warning Letters:

The Board reviewed the warning letters. No further action is required.

Fine Hearings:

Marie S. made a motion to post the fine to Unit 2707 for failure to provide their vehicle information. Marie M. seconded the motion. All present voted in favor of the motion. REI to post the \$50.00 fine, send a fine-posted letter to the unit owner and re-issue another fine hearing letter at \$100 per day since the last fine-hearing letter date June 10th if the homeowner still has not provided their vehicle information.

Marie S. made a motion to post the fine to Unit 1101 for failure to provide their vehicle information. Marie M. seconded the motion. All present voted in favor of the motion. REI to post the \$50.00 fine, send a fine-posted letter to the unit owner and re-issue another fine hearing letter at \$100 per day since the last fine-hearing letter date June 10th if the homeowner still has not provided their vehicle information.

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

REI to make sure the pool umbrellas are delivered before the weekend.

REI to follow-up on the power-washing – the contractor missed the bus stop.

REI to follow-up with the Lombardi Plumbing and Heating contract. If he still has not addressed the insurance issue, REI to contact Marty Flynn and have him provide a quote to separate the irrigation water lines from the water/sewer lines.

REI to follow-up with Berkshire, and coordinate with the REI Maintenance and Repairs Department, to replace the fireplace and complete the exterior and interior repairs simultaneously for Unit 1102. REI to give the homeowner thirty days to provide an available date for this work to be completed. If the owner fails to comply, REI will send a letter that the association will have to enter her unit and address the issue whether she is home or not.

Art S. to revise the Maintenance Standards and send a copy to the Board for their review.

Financials:

The May 31, 2019 financials were reviewed.

REI to find out if the monthly reserve transfer can be done online via ACH.

Art S. re-draft the financial status letter now that the audit has been approved by the board.

Work Orders:

REI to add to the current concrete work order to do a minor skim coating to the visitor parking curbing by 1401 and to make sure that any safety concerns are addressed.

New Business:

REI to send a fine-hearing letter to unit 1607 for having their vehicle displaying business/commercial signs and not backing-in (nose out) their vehicles as previously requested.

REI to draft a new rule requiring either mandatory water auto-shut offs for all units or mandatory unit inspections of compliance with Maintenance Standards.

REI to obtain additional quotes for line striping – to include all the current lines being painted (visitor parking spaces, pool area and handicap parking space by the pool) - to be completed as soon as possible since A-1 cannot do so until July 19th.

REI to note the tickler for the Fall - Board to check all water spigots to make sure they are winterized.

REI to send to the Board the updated pool volunteers' calendar.

REI to hire a pool attendant for Saturdays and Sundays only from 10:00 AM thru 5:00PM. REI to see if the pool attendants currently working at Kensington Woods would be available. Attendants will not be paid if it rains.

REI to reach out to Sunburst to make sure they are blowing the leaves from underneath the decks to avoid wood rot from the decaying leaves and moisture.

Cory P. made a motion to elect the following Board Members slate:

Cory P. – President
Marie S. – Vice President
Marie M. – Treasurer
Doug B. – Secretary

Marie M. seconded the motion. All present voted in favor of the motion. REI to update the Concord filing and client profile.

Cory P. made a motion to revoke access and signature to the bank accounts and credit card to Gary P. since he is no longer in the Board and to add Marie S. as a signor. Doug B. seconded the motion. All present voted in favor of the motion. Marie M. will be going to the bank to update the signers on the account. REI to provide Marie M. with a copy of the updated Concord filling.

REI to resend the walk-thru list to the Board. Marie M. and Marie S. will re-inspect the garage doors and front doors and will let us know which doors need to be painted and/or replaced.

Insurance Claims:

N/A.

Proposals:

N/A.

A motion to adjourn was made by Marie M. at 9:06 PM. Marie S. seconded the motion. All present voted in favor of the motion.