

Board Meeting Minutes
Bentana Woods West Cluster
Tuesday, December 1, 2009

Board Members Attending: John Brigham, Eileen DuBose, Jane LeGros, Bryant Smith, and Bill Wagner.

Landscape Committee Members Attending: Martin Dapot, Janet Brennan

Opening Meeting: The meeting opened at 7:34pm.

Membership Forum:

- There were no cluster members attending, thus there was no membership forum.

Secretary's Report:

- November Minutes: Due to illness, the secretary, Brian Cameron was unable to attend this meeting and the minutes were not presented. They will be presented and reviewed at the next board meeting. Bill Wagner took the minutes for this meeting.

Landscape Committee:

Requests for Board action:

- Request board approval for the removal of Ivy by Cardinal Landscaping for a cost of \$750. This work will be done in preparation of the installation of a drainage system between Farsta (2) and Scandia Circle (see below) where sod will be installed. The funds will come from the landscape budget. **The board approved this expenditure.**
- Request Board approval for an estimated expenditure of \$3888.25 for the creation of a drainage system that will drain excessive water flowing during storms between the end of Farsta(2) and Scandia Circle. The proposed drainage system will initially be bedrock near the source of the excessive flow (Farsta 2) and then become a graded grass area that will have sod installed, and eventually terminate at the street drain located at 1525 Scandia Circle. The funds will be paid for from the landscape budget. The work is to be done by Meadows Farms. **The board approved this, noting that the work estimate is not a fixed price and may vary slightly.**
- Request that the board approve an expenditure of \$4700 to replace and reinstall the timbers surrounding the Farsta/Scandia tot lot, and those using in back of the two Vepco boxes behind Park Glen Ct. The work is to be done by Cardinal Landscaping and come from the maintenance budget. **The board approved this expenditure.**
- Bill Wagner requested that the board approve a no-cost walk around with board members with Arborist Peter Deahl. The board approved and the meeting will tentatively be set up for 10:00AM, on Saturday, December 12, 2009. Bill Wagner will set this up with Mr. Deahl and will then notify all board members and landscape committee members when confirmed.

Treasurer's Report:

- The board discussed the transfer of funds that had been held at e-Trade for several years. Bryant Smith obtained signatures from each board member

required by e-trade to transfer the funds. The specific reallocation of the funds will be addressed in the January, 2010 meeting.

- The board reviewed the aging owner balances, as of November 30, 2009. John Brigham brought attention to, and asked that board members give some thought to the way the notification process is currently being handled, as it seems somewhat inefficient. This will be further addressed during the January, 2009 meeting.

Status Report on Audit Committee:

- The Audit Committee final meeting is in the process of being coordinated.

Other Business:

- The DRB reported that a residents' deck is not compliant and has scheduled a meeting with the homeowner on December 8, 2009. The DRB requested that some representatives from the board attend the meeting as well. Board members Eileen DuBose and Jane LeGross volunteered to attend the meeting.
- A complaint was filed with a board member regarding the County's cleaning of a sewer on Park Glen Court. The homeowner said the work caused the entire area to be filled with obnoxious odors for several hours and wanted to know why the board hadn't notified her of the activity. It was concluded that the county doesn't report these types of activities in advance to anyone, hence there is little that could be done other than request the county give notice of such activities. No action was taken on this item.
- Martin Dapot presented the results of the last covenants walk around. The list identifies those that fixed the previously existing problems in black print, and those that have not in red print. It was recommended that the way to handle violators was to send their names to the RA and allow TWC to send letters to the residents informing them of this action. **The board approved this action.**
- John Brigham presented estimates for the placement and filling of two sand barrels near the end of Park Glen Court to help residents be able to drive the uphill slope during inclement winter weather. The cost will be \$170 for the installation and removal, and \$35 for sand refills. **The board approved this expenditure which will be taken out of the general maintenance funds.**

Executive Session:

- An executive session was held to determine risks and liabilities the cluster could face in the future in the event a homeowner places a claim against the cluster. This will be further addressed at the next board meeting when all members can be present for a vote.

Future Meeting Dates

- January 5, 2010, at 1533 Park Glen Court

Meeting adjourned at 9:31PM.

Respectfully Submitted,

Bill Wagner

Board member

