

**CROSS FOX CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
6:30 P.M. ON SEPTEMBER 19, 2017**

The Board of Directors of the Cross Fox Condominium Association met on September 19, 2017.
The following persons were in attendance:

BOARD OF DIRECTORS

Elliott Simons, President	MaatenRe Ramin, Vice President
Wendy van Antwerp, Secretary	Karen Lowrey, Treasurer
Michelle Melencio, Director	

OTHERS

Marie Fowler, CVI	Recording Secretary, just a MINUTE!
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HOMEOWNERS PRESENT

Rich DePuy	10580 CFL	S. Mirchandani	10581 TRR
Teresa Chaklos	10840 FRC	M. & M. Morgan	10564 CFL
Alison Pfannenstein	10585 TRR	Rafael Sampayo	10596 TRR
Ben Wright	10585 TRR	Gustavo Rozo-Torres	10596 TRR
J. Rusnak/K. Kho	10589 TRR	Henrietta Milward	10570 TRR
Chris Andall	10572 TRR	Erin McClure	10850 FRC
Clyne Cunningham	10850 FRC	Maureen Shettle	10530 CFL
Patricia Jackson	10534 CFL	Maurice Roman	10846 FRC
Karen & Wayne Dixon	10566TRR	Joan Lloyd	10530 CFL

STATEMENT OF EXECUTIVE SESSION

Members held an Executive Session at 6:30 p.m. at the April 18, 2017 Board of Directors Meeting for consultation and discussion of legal matters and delinquencies.

REGULAR SESSION

CALL TO ORDER

Elliott Simons called the Regular Session to order at 7:02 p.m.

AGENDA

Ms. Ramin made a motion to accept the agenda as submitted. Ms. Melencio seconded, motion passed.

MINUTES

Ms. Melencio made a motion to approve Minutes of the Regular Session on April 18, 2017 as amended. Ms. Lowrey seconded, motion passed.

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MANAGEMENT REPORT

ACTION 1. ELECTION OF OFFICERS

Ms. van Antwerp made a motion for the officers to retain their current positions. Ms. Lowrey seconded, motion passed.

ACTION 2. 2018 PROPOSED BUDGET – OPEN COMMENTS

Homeowners provided feedback for the 2018 proposed budget. Ms. Lowrey explained that the proposed increase was due to insurance claims and maintenance on the aging infrastructure. She discussed some of the changes and allowed homeowners to ask questions. The previous budget was \$871K and the proposed budget is \$914K.

- Ms. Fowler spoke about insurance claims and how they affected the budget and who is responsible for deductible and that the current insurance company is the only one that would insure the association due to claims history.
- A homeowner inquired about educational outreach. Ms. Fowler stated that information is sent out at end of the year and periodically regarding maintenance issues. Items can also be posted on the website. Knowing how the negligence of one affects the other units would be helpful.
- W. Dixon and R. Sampayo offered their services in their areas of expertise as far as educating homeowners and tracking data.
- Ms. Lowrey gave brief history of premiums over the years. She read a letter from CVI in 2005 when they first took over managing the community. Mr. Simons stated that there has only been one increase of 2% over the last seven years. They felt they could not justify an increase during the previous years and they could not have foreseen the increase in claims resulting in an increase in premium.
- Ms. Lowrey suggested having someone come out to do a survey on each unit, such as BGE (would have to be scheduled by homeowner). If proof is given that steps are being taken to mitigate issues, a premium credit may be given. Ms. Fowler stated that it is typically 80% participation and the required documentation varies. She will look into.
- Several homeowners felt that delinquent homeowners should be denied certain services. Ms. Fowler cautioned that the Bylaws must explicitly say a right will be taken away before they can be enforced.

Mr. Simons stated that though he understands the concerns, the Board has a fiscal responsibility to the community and they cannot operate on a negative budget.

Ms. Melencio made a motion to approve the fiscal year 2018 budget as published. Ms. Lowrey seconded, motion passed. The increase in assessments will be as proposed.

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ACTION 3. RATIFICATION OF EMAIL VOTES

Ms. Lowrey made a motion to approve the ratification of the following votes. Ms. Melencio seconded, motion passed.

McClure/Cunningham, 10850 FRC. The Board approved for a ceiling mount light at the main entry would replace the side light by the door.

Simons/van Antwerp, 10586 TRR. The Board approved a 3' x 3' mosaic be installed on the brick wall on the patio.

Vowles, 10582 TRR. The Board approved a shed 6'4" in height which will stick up above the fence by about an inch.

Lowery, 10580 TRR. The Board approved for more landscaping in the old tot lot area.

10576 TRR. Remove shrub, blocking patio entrance; no cost

Misc. Expense – purchase of ladder for maintenance was approved for \$200. An additional \$200 will be contributed by Partridge Courts Condominium. The Board approved.

Pavers for Recycle Bins – The Board approved the purchase of ground pavers not to exceed \$1K for the eight recycle bins to be placed on.

Matured \$75K CD - Ms. Melencio made a motion to approve the ratification of email vote to continue with the laddered investment program in place and approve the purchase of a \$75K CD to mature in 2021 with the matured \$75K CD from June 26, 2017. Ms. van Antwerp seconded, motion passed.

ACTION 4. 2018 MEETING DATES

The proposed 2018 Meeting Dates for the Board's approval are as follows. Ms. Melencio made a motion to approve the meeting dates. Ms. van Antwerp seconded, motion passed.

January 16, 2018

April 17, 2018

June 19, 2018 – Annual Homeowners' Meeting

September 18, 2018

Mr. Simons inquired about calling a meeting outside of meeting dates. Ms. Fowler stated that there must be a 30-day notice and items to be discussed must be the only items acted upon.

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ACTION 5. EXCESS ASSESSMENT RESOLUTION

Per the Auditor's recommendation, an excess assessment resolution has been prepared where the Board elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion.

Ms. Lowrey made a motion to accept the excess resolution. Ms. Melencio seconded, motion passed.

ACTION 6. CONCRETE REPLACEMENT/REPAIRS

Marafatsos and Sons provided a proposal to address the areas throughout the community requiring concrete replacement/repair.

Ms. Ramin made a motion to accept items 1-4 only on proposal (reject recycle and parking spaces) at a cost of \$20,775. Ms. van Antwerp seconded, motion passed.

Ms. van Antwerp made a motion to accept the proposal for the sidewalk portion of 10570-72 and 38 sections of concrete at 10594. Ms. Lowrey seconded, motion passed.

Mr. Simons requested Ms. Fowler to obtain a proposal for 10552 CFL (Ron Robinson) for the drainage issue. Ms. Fowler will contact Marafatsos.

ACTION 7. DRAINAGE

BrightView provided a proposal to address the drainage issue near 10563 TRR by installing a drain pipe.

Option 1: \$1,365.00 with pop-up drain ending on side of building

Option 2: \$2,241.00 with pop-up drain ending on other side of walkway in woods line.

Ms. van Antwerp made a motion to accept Option 2 of the proposal. Ms. Ramin seconded, motion passed.

COMMITTEE REPORTS

None

OLD BUSINESS

TOWING/PARKING

Ms. Fowler will check with Marie Gatti regarding sending out notices with information for new tow company. Ms. Fowler stated that there has been a lot of towing. Ms. van Antwerp made a motion to expand the towing to all of the community. Ms. Ramin seconded, motion passed. Ms. Fowler will notify K & R Towing.

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Furniture Dumping – Ms. Ramin talked about furniture items being dumped near recycle bins on CFL which the Association incurs a \$75 fine. She suggested reminding everyone that it is homeowner responsibility to arrange for unwanted items to be picked up. A homeowner suggested have building volunteers. Mr. Simons would like a committee to be formed and requested he be notified when its formed.

Speed Bumps and No Parking Signs – Mr. Simons asked Ms. Fowler to get proposal from Marafatsos and put the item the on the January agenda

NEW BUSINESS

Rain Garden – Howard Echo Works is working on getting grant money to install rain gardens in Wilde Lake area. Ms. van Antwerp met with a representative and she explained the purpose of rain garden and pointed out numerous areas in Cross Fox where a rain garden would be useful. It would be no cost to Cross Fox; however, Cross Fox would need to maintain it through volunteers (or Howard Echo Works for a fee). Ms. van Antwerp will meet with representative again in October. Mr. Dixon recommended one for now and monitor it and see how the plants grow. Members were in agreement.

OPEN DISCUSSION

Homeowner reported mice problems in townhomes – she requested a notice be sent out to townhomes 10589 TRR section. Other comments were that the exterminator is ineffective, the empty unit 10570 could be the source of the pest issue and all vacant units should be checked on, and the locked shed should also be checked for mouse holes.

Mowing is not being done to the edge on TRR; Ms. Fowler suggested the homeowner call when she notices it so she can contact Brightview

Homeowner reported that overgrown hedges are a safety issue - people hide behind and urinate behind them. She's been startled on several occasions when running. She complained to Ms. Fowler and Marie Gatti and the hedges have been trimmed but feels they are still too high. Mr. Simons informed her they would discuss it further.

Homeowner inquired about parking permit replacement fee waiver. Mr. Simons explained that a letter needs to be written to request waiver.

Homeowner spoke of maintenance responsibility of rerouting of dryer vent into attic. Mr. Simons explained that the Board is working on addressing those issues.

Homeowner inquired about replacing door – Mr. Simons explained it must go through approval through Wilde Lake

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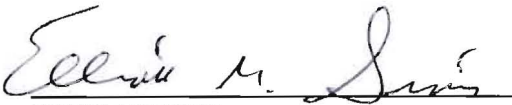
TREASURER'S REPORT

Ms. Lowrey reported that as of the end of the month, the association shows a net loss of \$91,659 due to expenses. The Operating Cash is \$85k, which is less than the recommended amount of \$102K. Additionally, \$43,550 has been collected for 2017 in delinquencies and that \$242,740 has been collected in the last two years.

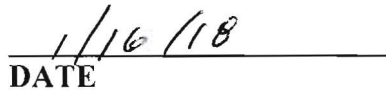
NEXT MEETING: JANUARY 16, 2018 at 6:30 p.m.

ADJOURNMENT

Ms. Melencio made a motion to adjourn the Regular Session at 8:43 p.m. Ms. van Antwerp seconded, motion passed.



SIGNATURE



DATE