

**CROSS FOX CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
6:30 P.M. ON APRIL 18, 2017**

The Board of Directors of the Cross Fox Condominium Association met on Tuesday, April 18, 2017. The following persons were in attendance:

BOARD OF DIRECTORS

Elliott Simons, President
Wendy van Antwerp, Secretary
Michelle Melencio, Director

MaatenRe Ramin, Vice President
Karen Lowrey, Treasurer

OTHERS

Marie Fowler, CVI

Recording Secretary, just a MINUTE!

STATEMENT OF EXECUTIVE SESSION

Members held an Executive Session at 6:30 p.m. at the January 17, 2017 Board of Directors Meeting for consultation and discussion of legal matters and delinquencies.

REGULAR SESSION

HOMEOWNERS PRESENT

M. Blum	10566-C1 TRR	K. Dixon	10566-A1 TRR
M. Fadroaski	10568 CFL	D. Cathcart	10568 CFL
T. Lowrey	10580 TRR	D. Titman	10530 CFL
R. Robinson	10552 CFL	R. DePuy	10580-B1 CFL
M. Shettle	10530-F1 CFL	T. Chaklos	10840 FRC
C. Cunningham	Potential buyer		
E. McClure	Potential buyer		

CALL TO ORDER

Elliott Simons called the Regular Session to order at 7:06 p.m.

AGENDA

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

MINUTES

Ms. van Antwerp made a motion to approve Minutes of the Regular Session on January 17, 2017 as submitted. Ms. Lowrey seconded, motion passed.

**CROSS FOX CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
6:30 P.M. ON APRIL 18, 2017**

MANAGEMENT REPORT

ACTION 1. CAI Seminar – Ratify Wendy and Karen were approved to attend the CAI April Financial Seminar via email. The total cost for the seminar was \$40.00. This expense was coded to 5012. Ms. Ramin made a motion to ratify the vote of approval to send Ms. van Antwerp and Ms. Lowrey to the CAI Financial Seminar. Ms. Melencio seconded motion passed.

ACTION 2. 2016 Audit - Goldklang Group, CPA's have completed the audit for FY ending October 31, 2016. Ms. van Antwerp made a motion to approve the 2016 audit. Ms. Lowrey seconded motion passed.

ACTION 3. Sewer Jetting – Raymar Plumbing submitted a proposal to provide labor and equipment to water jet all sanitary sewer main belong to Cross Fox Condominium from manhole to manhole and from manhole to building where possible and to county main. The cost for this work would be \$2,692. This cost would be coded to 4012 – Plumbing. This is done every two years. Ms. van Antwerp made a motion to accept the proposal provided by Raymar. Ms. Lowrey seconded, motion passed.

ACTION 4. Homeowner Requests

- A. Julie Seidman, 10564-F2 Twin Rivers Road is requesting the handicapped parking space in front of 10564 be moved down a few spaces away from the tree as she parks there and limbs from the tree are on her car every day. The Board unanimously approved the request and will invoice the homeowner for the work.
- B. Kitchen renovation at 10850 Faulkner Ridge Circle. – new owners; homeowner is still waiting for answer on one electrical item. They just need something in writing to submit to contractor that it was approved. Ms. van Antwerp made a motion to approve the renovations per the submitted documents. Ms. Melencio seconded, motion passed.

ACTION 5. Dog Stations - Mike Sanders, the on-site mechanic, suggested the installation of dog stations particularly in the areas of Faulkner Ridge Circle and the even side of Twin Rivers Road. The approximate cost per station to install is \$500. Ms. Lowrey suggested placing a few trashcans Theresa suggested the FRC area where most people walk their dogs. Ms. Fowler will find out about any extra cost to pick up the cans.

COMMITTEE REPORTS

None

OLD BUSINESS

None

**CROSS FOX CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
6:30 P.M. ON APRIL 18, 2017**

NEW BUSINESS

Towing Company – Management suggests moving to K & R towing. Ms. Fowler stated that they are being used in another community and K&R will make sure towing on Cross Fox Lane is being enforced with new signs being put up. Ramin made a motion to cancel with previous company and move to K & R Towing. Ms. Melencio seconded, motion passed.

Wilde Lake Towing - Ms. Ramin will follow up with public works to make sure towing in Wild Lake area is being enforced with new signs being put up.

Insurance – General Assembly – there is some lobbying to try to get the General Assembly to change some insurance regulations. Currently the unit owner is responsible for \$5K only and Association's insurance must pay the balance.

Public Service Commission Regulation – submetering system is more of allocation system. Maryland Code has strict regulations. The \$4 fee per unit cannot be passed along to the homeowner. Cross Fox now has new line item for \$13K per year to cover fee

OPEN DISCUSSION

Mr. Titman -

- In December, he submitted a bill for damage and requested area outside of area be regraded. Requests had not been acted on so he put a board on the grate and was told by Ms. Gatti that it was a violation. CVI has been working on a solution. The Board has some proposals to review such as raising the unit about 6 inches to alleviate the problem. During heavy rains, the rain comes in. Proposals have been received from Brightview and Marfastos. Ms. Ramin made a motion to accept the proposal for 10530 CFK from Brightview; Ms. Melencio seconded, motion passed.
- Heating and A/C systems were damaged. Mr. Pitman submitted two estimates. Mr. Simons stated that this would be discussed further due to the age of the unit. Mr. Pitman feels damage was due to standing water. He will consider partial reimbursement.

Robinson - During the 2015 winter, he mentioned the puddling and freezing of water where sidewalks cross at 10552. Ms. Fowler will look at area; he was promised that it would be regraded. The work has not been done but it looked like the site survey had been done. Ms. Fowler will check into it.

Ms. Chaklos – walkway near her house is missing a chunk of concrete, the fence trim has buckled on top, and the handicapped sign is faded. Ms. Fowler will have Mike look at.

**CROSS FOX CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
6:30 P.M. ON APRIL 18, 2017**

Maureen – found color for door trim and brought sample to meeting. Ms. Fowler stated that Mike will do trim since homeowners are not required to be at home. Doors are the homeowner's responsibility. Ms. Fowler will have Mike paint Maureen's door and trim so others can see the sample paint color.

Mr. DePuy reported hot water heater leak; looks like it got a temporary fix. He wanted to make sure everyone knew about it. Ms. Fowler will have Mike look at it.

TREASURER'S REPORT

Ms. Lowrey reported that she and Ms. van Antwerp attended a CAI Seminar. They both felt it was very informative.

Ms. Lowrey conveyed that she's concerned about the Accounts Receivable amount of \$97K listed as doubtful of being collected. She wanted to know if more could be done to prevent delinquencies. Ms. Fowler explained the collection policy to Ms. Lowrey. Mr. Simons shared that the attorney has been able to get homeowners on payment plan. He stated that of the 21 accounts, six accounts are 80 percent of total delinquency balance. Ms. Fowler further explained that there are liens and judgments placed but there are also cases when bankruptcy is filed.

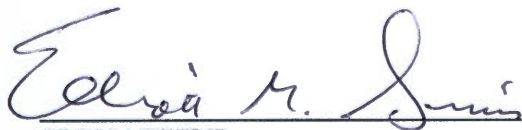
Mr. Simons reminded the Board that there are also two insurance claims on the Treasurer's report.

Mr. Simons explained the importance of not keeping fees artificially low.

NEXT MEETING: ANNUAL MEETING: JUNE 20, 2017 at 6:30 p.m.

ADJOURNMENT

Ms. Lowrey made a motion to adjourn the Regular Session at 7:59 p.m. Ms. van Antwerp seconded, motion passed.


SIGNATURE

9/19/2017
DATE