

**MINUTES**  
**WETHERSTONE HOMEOWNERS ASSOCIATION (WHOA)**  
**1 December 2004**

The WHOA Board of Director's (BOD) meeting, held at the Ninio residence (10938) on 1 December 2004, was called to order at 7:10 p.m. with the following members of the BOD in attendance: President Gary Yeck (GY), Vice President Harriette Steine (HS), Treasurer Alberto Ninio (AN), Secretary Scott Christiansen (SC), and Travis Smith (TS). HS also serves as the Grounds Committee (GC) Chair. Barry Steine (BS), Architectural Care Committee Chair (ACC) and Kwame Yiadom (KY) of Abaris Realty were also in attendance.

Minutes from the BOD Meetings on 9 and 24 August 2004 were accepted and will be distributed to the community.

Homeowner Comments: None

Committee Reports: None

Financial Report:

(a) The statement effective through 31 October 2004 was reviewed to better understand the allocation of costs, including those related to the recently undertaken retaining wall repairs in the statement of income and expenses. Since not all expenses have been invoiced it was agreed to wait for all bills to be paid so the situation would be easier to analyze. KY agreed to present a summary of costs at the next meeting, showing where in the statement the charges were allocated and indicating the portion allocated to the reserve versus operational line items. Further, WHOA would like to have itemized summaries of expenses and income by month. We do not meet more than once every three or four months; therefore, presentation of only the most recent statement does not provide for an accurate review of all financial information.

(b) The 2005 budget was also discussed and a motion was passed to approve it.

It was suggested that the BOD consider an increase to cover the increasing costs of regular maintenance and potential reserve shortfalls. The upkeep in our community is too tightly budgeted, and we regularly overspend because of emergencies or unexpected costs such as cleaning the rip-rap in 2002, more than average snow removal in 2003 and the retaining wall repairs caused by run off from an adjacent construction project in 2004. It was noted that we need more flexibility in our operating budget to effect the necessary management decisions that will maintain the quality of the community. This can only be achieved by increasing the WHOA operational expense budget, while maintaining the current allocation to the reserve. A \$20 per month increase would provide an increase of WHOA income of almost \$10,000 per year.

It is easy to document that our homes are appreciating by large amounts every year. It is recommended by the BOD that we should keep up with maintenance of the parking lot and common grounds so that the increasing value of our homes is maintained. It was agreed by the BOD to raise the fees by 5% in 2005 and to initiate a process to further raise the fees to reach a level of \$120 per month. It was clarified that, according to WHOA rules, the 5% increase can be decided by the BOD, while the additional increment would need to be proposed to the community and be passed by a two-thirds majority vote, possibly before or at the next annual meeting in June 2005.

(c) Our WHOA auditors have suggested that we allocate all excesses in the operating budget at the end of the year into the reserve so that it will not be taxed.

The following motion passed: WHOA 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 BOD's discretion.

Update on Delinquency: None to report.

Correspondence to and from management: The following topics were discussed--

- (a) Outstanding maintenance issues
- (b) Parking violations
- (c) Cats left in the wild
- (d) Recycling days and trash disposal procedures
- (e) Front lawn care
- (f) Correspondence about a maintenance violation

Old/New Business:

*Fines assessed:* A fee of \$100 was assessed for violations by homeowners (10946 and 10940). The BOD will evaluate the status of compliance of these two homes prior to the next meeting.

*Snow removal contract:* Clark Brothers bid was accepted by the BOD.

Next Meeting: The next meeting will be scheduled on Tuesday 1 February 2005 at the Steine residence (10932).

BOD email addresses: GY (gyeck@fs.fed.us), AN (aninio@worldbank.org), HS (hbsteine@aol.com), SC (sac@ars.usda.gov); AW (dnawilliams@comcast.net) and KY (kwame@mris.com).

The meeting adjourned at 8:35 p.m.

<u>Board Member</u>	<u>Initials</u>	<u>Date</u>
Gary Yeck, President 10942; Tel 301-649-3453		
Harriette Steine, Vice-President 10932; Tel 301-649-4884		
Alberto Ninio, Treasurer 10938; Tel 301-649-4243		
Scott Christiansen, Secretary 10905; Tel 301-649-6379		
Travis Smith 10923; Tel 301-649-3273		