

Churchill East Village Community Association, Inc.
1st Quarter 2015 Board Actions

Note: Board meetings are held the 4th Tuesday of the month and are usually held at the Upcounty Regional Services Center located at 12900 Middlebrook Road, Germantown, Maryland and begin at 7:00 PM. Signs are posted at the entrances to the Community announcing the meeting and its location. Board meetings are open to all homeowners/residents who wish to attend. Homeowners/residents may sign in and participate in the Homeowner Forum to voice concerns. To protect the privacy of individuals, matters of enforcement actions, neighbor complaints, and collection of HOA fees are *NOT* included in this summary. Additionally to protect our contractors, award amounts are not included but can be viewed in Churchill East official minutes at the offices of Vanguard Management by appointment.

I. JANUARY MEETING

A. Approve 2014 Board Action Items for Posting to Web

Motion: To approve posting 2014 Board Actions to the website. *Motion Passed*

B. Pool Management Contract

Management presented the Board with the management and operating proposal from Continental Pools for the 2015 season. The Board requested Management obtain a 3-year ladder contract to achieve cost savings from a multi-year contract.

C. Bath House Repairs

The Board requested that proposals be obtained to repair the leak in the wall and also that Management find out the approximate cost of shrub removal which is not included in the bid proposals.

D. Storm Drain Analysis

Mr. Kaufman was not available to provide updates.

E. Courtesy Patrol Services

Management received proposals from three service providers. The Board requested Management invite the bidders to attend the next meeting for interviews.

F. Asphalt Repairs

A bid proposal for Phase 2 of the asphalt project was provided. The Board discussed the continued deterioration of the parking lots and requested Management contact Gardner James to request that patching of pot holes be included in any bids.

G. Investments

Motion: To take \$150,000 from operating checking and reinvest into a 3-month CD and reinvest two maturing CDs totaling \$113,000 for two CDs at 6 months each. *Motion Passed*

II. FEBRUARY MEETING

A. Pool Pass Mailing and Pool Rules

Motion: To approve pool pass mailing as presented by Vanguard and to include the Pool Rules with the mailing and post the Rules at the pool house. *Motion Passed*

Ms. Ryan performed an analysis of pool usage for 2014 and found that owners and guests were not signing in and it appeared that the pool received minimum use during the summer. Management will work with Community Pools to ensure that the number of owners and guests that use the pool is recorded in the pool sign-in sheets.

B. Contract with Community Pools

Motion: To approve the 3-year proposal from Community Pools for operation, maintenance, and management of the pool. *Motion Passed*

C. Bulk Trash Collection

The Board requested management contact Ecology Services to see if they can perform the annual bulk trash pickup on June 6.

D. Betson Lawns, etc.

Motion: To renew the contract with Betson Lawns for general waste removal with no increase in cost. *Motion Passed*

E. Street Cleaning

The Board requested Management arrange for AW to perform street cleaning before the end of March.

F. Landscape Walkthrough

The Board requested Management arrange for a walkthrough of the community with AW Landscapes on May 16.

G. Financials

Motion: To approve moving \$150,000 from the checking account and deposit \$40,000 in reserves and \$110,000 in the money market account. *Motion Passed*

III. MARCH MEETING

A. AED Addendum

Motion: For Churchill East to accept responsibility for replacement of the AED equipment at the pool when the pool is closed. *Motion Passed*

B. Bath House Repairs

The board tabled a decision on the repairs until the May 26 meeting. The Board requested Management invite Blackhawk Contracting and Blue Ridge Sealant to the May meeting to discuss the water seepage problems with the bath house.

C. Community Patrol

Ms. Watkins presented a modified schedule to submit to American Protective Services for 14 hours per week (which was the schedule for the prior contractor) to see if APS will agree to the reduced number of hours compared to their proposal.

D. Spring Landscape Inspection

The spring landscape inspection is scheduled for May 16. Board members participating will meet at the pool house at 9:00 AM.

E. Street Cleaning

Motion: To accept the proposal from AW Landscapes to perform street cleaning before April 15. *Motion Passed*

F. Pool Supplies

Motion: To approve purchase of supplies at a cost of \$1,548.75 as recommended by Continental Pools to pass inspection. *Motion Passed*

G. Sign at Twilight Court

Mr. DeJager indicated the street sign at the intersection of Twilight Court and Club Hill Drive had been knocked down. Mr. Harris responded that he had put in a request to the County for repairs.

H. Proposal from Continental Pools for replacement of caulk around Pool Deck.

Motion: To approve re-caulking of the pool deck as recommended by Continental Pools to pass inspection. *Motion Passed*

