

Fairlington Mews Council of Co-owners
Minutes, Board of Directors Meeting, September 8, 2007
Pool House Green

Call to Order/ Attendance/ Quorum

The Board of Directors meeting was called to order by president Fern Birtwistle at 9:10 AM.

Quorum was established.

In attendance were board members Julia Claypool, Tonya Dodge, and Seth Low. No representative from Legum and Norman was present.

Residents present were:

Jim Morris (Court 11)
John Lafferty (Court 5)
Lori Fox (Court 4)
David Biette (Court 9)
Mike Morris (Court 14)
David Lau (Court 14)
Frances Kerns (Court 10)
Matt Payne (Court 10)
Cameron Davidson (Court 14)
Martha Bargar (Court 11)
Jayne Mayne (Court 8)
Ivonne Lejuez (Court 10).

Tom Corbin recorded the minutes.

Background

Ms. Birtwistle explained that the purpose of this meeting was to approve and sign a management contract with Community Management Corporation (CMC) to replace the current month to month agreement with Legum and Norman. The Mews board received from current clients positive references regarding CMC performance and noted that the company has a good reputation for being responsive to the needs of a condominium association. CMC will contact all co-owners by mail regarding procedures for the transition from Legum and Norman management to that of CMC which will be the Mews management agent as of December 1, 2007. Ms. Birtwistle noted that CMC will be effective in overseeing the architectural integrity of the community, in providing proper supervision of maintenance projects/ contractors, in following up on non-compliance issues, and in helping with financial matters.

Upon request, CMC will provide a special meeting of co-owners to introduce personnel and to explain management procedures.

Mr. Low stated that board member Tami Anderson (absent from the meeting) had expressed her approval of this contract.

Residents' Concerns

- Importance of communication between residents and board/ management

- Need for effective and clear communication notifying residents of all special projects, e.g. recent parking lot work
- Need for an improvement of current trash collection

Board Action

1. Motion made and seconded to accept CMC contract as amended.
Approved 4 – 0.
2. Motion made and seconded to accept DEC (apartment building cleaning contractor) bid of \$75.00 per building to clean and shampoo the carpets.
Approved 4 – 0.

The meeting was adjourned at approximately 9:40 AM.

Respectfully submitted,
Tom Corbin