

# McLean Province Homeowners Association, Inc.

## Board of Directors Meeting

*Thursday January 19, 2012*

7:00 pm

*Haycock Elementary School*

*Teacher's Lounge*

### AGENDA

- I. CALL TO ORDER
  
- II. MANAGEMENT REPORTS
  - Administrative – Minutes Pages 1-4
  - Financial Report Page 5-8
  
- III. OLD BUSINESS
  - Tree Work
  - Drainage Issue Pages 9-11
  - Landscape Contract Pages 12-22
  
- IV. NEW BUSINESS
  
- V. COMMITTEE REPORTS
  - Communications/Newsletter/Website
  - Environmental/Landscaping/Tree
  - ARC Committee
  
- VI. HOMEOWNERS OPEN FORUM
  
- VII. EXECUTIVE SESSION Page 23
  
- VIII. ADJOURNMENT

Executive Session will be held if required after the close of the regular meeting. During Executive Session all owners will be asked to leave the room so that the Board may discuss confidential matters.

MANAGEMENT REPORT FOR THE  
*McLean Province Homeowners Association Board of Directors*  
*January 19, 2012*

The following Management Report has been prepared and is respectfully submitted by Wesley Schroeder, CMCA® of National Realty Partners.

**A. ADMINISTRATIVE**

Minutes are enclosed for the December 15, 2011 Board Meeting. Jean Erstling has also forwarded a copy of the draft minutes for the 2011 Annual Meeting held on December 1, 2011. **Pages 1-4**

**B. FINANCIAL REPORT**

The preliminary financial statements for December are enclosed. Management's report is enclosed and a full set of financial statements have been sent to the Treasurer and President via email. If you wish to receive the full set please let me know. An abbreviated set is enclosed in this package. **Pages 5-8**

**C. OLD BUSINESS**

**Tree Work** – Cara has had no luck contacting D& M Tree Service, either. Management would like to know if the Board wishes to have the attorney write a letter regarding the issue. NRP has agreed to reimburse if it becomes necessary. Management, Cara & Steve walked on homeowner issues that were brought up and also noted some additional issues that need to be addressed. Also walked to see what needs to be completed. Management and Steve are walking with Thrive to look at these additional issues and get a price to do the work.

**Drainage Issue** – Enclosed is a proposal to deal with the drainage issue reported at 6896 McLean Province Circle by Ms. Vogel. Blake noted issues with 3 units on the row 6896, 6892 and 6890 . Ms. Ney & Ms. Viscardi are the owners of the other two units. To address the issues properly Blake would need to access their rear yards and extend their downspouts. This becomes an issue because the owners would need to contribute for work done on their property and proper restoration is also an issue.

**Pages 9-11**

**Landscape Contract** – Attached is the proposal from Blake for 2012's grounds maintenance. Changes noted by Steve Smith have been incorporated and the contract is written for only one year. The price after correction of the addition mistakes is \$33,093. **Pages 12-22**

**D. NEW BUSINESS**

None.

**E. EXECUTIVE SESSION**

Enclosed is the delinquency report through the end of December. The status report from the attorney has not been received to date and will be brought to the meeting.

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**F. ADJOURNMENT**