

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF
KEY WEST CONDOMINIUM HOMEOWNERS ASSOCIATION

October 24, 2012

A meeting of the Board of Directors of the Key West Condominium Homeowners Association (the Association) was held on Tuesday, October 24, 2012 at 15305-H Diamond Cove Terrace, Rockville, Maryland 20850.

Call to Order

Fran Glavan, President of the Association, called the meeting to order at 7:00 p.m. and declared that a quorum was present in that the following directors were present:

Joanne Berry
Melanie Fitzgerald
Fran Glavan
Mary Nekola

Also present: Dale Roan, Main Street Property Management Company and Terri Roney, Manpower, Recording Secretary.

Approval of Minutes

Melanie moved to accept the minutes of the September 18, 2012 meeting; Joanne seconded the motion, and it passed unanimously.

Pit Bull Policy

A proposed policy on pit bulls along with information from the Association's attorney were discussed. Melanie suggested that the portion on page 5 of the Rules and Regulations for Pets that states "or inside a securely fenced in yard" be deleted.

Melanie moved to accept the proposed Pit Bull policy, removing the portion about fenced in yards and correcting typos. Mary seconded the motion, and it passed unanimously.

Management will send a copy of the approved policy to homeowners advising them that they have an opportunity to comment on it at the next Board meeting. Management will include the policy on resale certificates to ensure that prospective Key West owners are aware of the policy.

Roofs for 15301, 15303, 15309 and 15311

The quote from Katchmark for roof replacements was reviewed. Fran suggested proceeding with the four remaining buildings if Katchmark will do the work at the 2012 price.

Mary moved to approve the roof replacements by Katchmark contingent upon Management negotiating the work at the 2012 price. Melanie seconded the motion, and it passed unanimously.

Fran suggested ordering the chimney covers in 2012 in order to save money. Management will contact Katchmark to confirm the pricing.

Meeting for November/December & CCT Presentation

The November/December Board Meeting will be held on Tuesday, December 4, 2012. A representative of the Maryland Transit Administration will give an update on the Corridor Cities Transitway (CCT).

Surveillance

Melanie asked members to consider installing surveillance cameras in the community. There have been a number of incidents involving vandalism, and she believes that it is time to seriously consider cameras. Management will investigate the types of cameras that would be suitable for the community and will get prices.

New Homeowner

There is one new homeowner since September 1, 2012: Meera Bose in 15307-C.

Maintenance Items

Gutters for Less repaired the gutter over 15311-O. The Exit light was repaired in 15307 and 15309.

The compactor is working. The dumpster has not yet been picked up. Fran advised Management not to pay for any additional time.

The leak in 15311-B, F & J is completed.

Landscaping

Fran and Management did a walkthrough with AW Landscaping. There are a lot of issues on the fall landscape proposal that involve water control.

Melanie moved to accept the AW Landscaping contract for Key West and Decoverly. Mary seconded the motion, and it passed unanimously.

Financials

Amy Stein has filed for bankruptcy, and the garnishment has ceased. To date, \$4,441.42 has been collected under the garnishment.

Dryer Duct Violation Hearings

No residents appeared at the hearing in response to letters about dryer duct cleaning.

There are 13 units that have not responded to the letters asking for proof that the dryer ducts have been cleaned. Fines will now be assessed, consistent with the Association's rules.

Management will get a price on what it will cost to have the dryer ducts cleaned. He will send out another letter to the unit owners assessing a \$50 fine and advising them that if they do not comply within 15 days, Management will proceed to have the ducts cleaned. The unit owner will be billed for the cost of the cleaning plus a \$100 convenience fee.

Melanie moved to adjourn the meeting at 8:05 p.m., Mary seconded the motion, and it passed unanimously.