

Foxboro Coventry – Management Committee Meeting Minutes

Meeting Purpose:	Management Committee Meeting		Prepared by:	Donald Lowry	
Meeting Date:	06/15/09	Meeting Time:	5:30 PM	Location:	HOA Clubhouse

Meeting Attendees

- Donald Lowry, Richard Dyson, Shana Lattuner, Darlene Hymel and Matt Klein

Meeting Agenda - Minutes

Comcast Contract | Renewal

Shannon Singleton and Chris Peleschka from Comcast met with the board members to review the upcoming contract. They informed the board members that our per door cost will be increased by 17% when the contract was renewed in December. They also presented the board members with two options to consider with respect to the contract. The first option is to renew the contract for ten (10) years and received a one-time payment [from Comcast] of \$6,975; the second option is to consider terminating the bulk contract and receive a one-time payment of \$150 per door. Terminating the bulk contract would impact homeowners, since they would become responsible for the cost of basic cable, which is approximately \$54 per month.

After speaking with Shannon and Chris - - the board members discussed both options and wasn't in agreement with either of them. The board would prefer to renew the contract for three (3) years and forfeit the \$6,975 payment. Donald asked the board members to send him an email confirming their decision to go with a three (3) year contract, so he can inform Chris of the decision.

Philadelphia Insurance Policy

Donald informed the board members that the policy was renewed for 2009-2010 with the \$10 million earthquake endorsement. The board members discussed this decision in length and came to the conclusion that including the endorsement was in the best interests of the Association, but that it will need to be discussed again with the 2010 renewal.

Homeowner Letter | June 2009

Donald informed the board members that he is working on the June homeowner letter, which will include information on the renewal of the insurance coverage, along with the enforcement of the Pet Rule. Donald explained that the letter couldn't be considered as the initial warning letter; but rather each homeowner, who we believe is in violation of rule, would need to be sent a separate warning letter. The June letter will include information on the warning letter that a violator can expect.

Gate Handles at the Pool

Donald informed the board members that we cannot replace the handles on the gates at the pool with knobs, since this would be in violation of the American Disability Act. He will work with Ken to determine if something else can be done to prevent someone from reaching over and opening the gate.

Landscaping | 789 Buckingham Drive

Although this topic wasn't discussed – the Association will need to make a decision on replacing the rocks with sod at the Common Area outside the unit located at 789 Buckingham Drive. Donald has been unsuccessful in trying to get Woodside to address this situation considering landscaping this area with rocks as opposed to sod was something that should have been approved by the Management Committee, which of course was not. It mostly likely would cost more to take legal action against Woodside than to have the Association address the issue. Donald will be receiving some initial bids on landscaping this area, which will be reviewed with the board members.

Email Update

Donald asked the board members for their thoughts on transitioning some of the email responses to Cooperative Property Management. Everyone agreed that emails from title companies should be handled by Cooperative. Donald will follow up with Mike to begin planning for this transition.

Resolution to Rules and Regulations | Section 4.7

Donald distributed a resolution with respect to when an Owner of a Unit who is leasing the Unit fails to pay any Assessments for a period of more than 60 days after it is due and payable. Donald asked the board members to review the resolution and send him an email approving the resolution. Once approved – it will be communicated to the homeowners; placed as an Amendment on the Association's website; and added to the Rules and Regulations.