

**London Towne Homeowners Association
Board of Directors Meeting**

March 27, 2003

APPROVED

ATTENDANCE:

Mike Lannes, President
Sally Saucedo, Vice President
Robin Peralta, Secretary
Craig Courtney, Sequoia Management
Elizabeth Scarangella, Recording Secretary

ABSENT

Mary Ann McGuinness, Treasurer
Gale Kirwan, Director

CALL TO ORDER:

The President called the meeting to order at 7:20 p.m.

RESIDENT INPUT:

Residents from the following addresses notified the Board of the status of their violations.

14865 Leicester Court - will notify Board when grids are installed in the windows.
14863 Leicester Court - will have car repaired and registered by 4/30/03.
6118 Gothwaite Drive - pole light convert to electric; resident applied for ACC approval.
14809 Smethwick Place - grids will be installed within 90 days.
6017 Wealdstone Court - paint on siding has been repaired.
6110 Gothwaite Drive - trashcan and toys have been removed.
6112 Gothwaite Drive - trashcan and bike have been removed.
6100 Gothwaite Drive - patio has been removed.
6250 Paddington Lane - requested waiver for missing lamppost.

A resident provided a sketch of the parking on London Towne Square.

MINUTES:

A motion was made to approve the minutes from the March 6 and 13, 2003 Board meetings as written. The motion was seconded and approved unanimously.

MANAGEMENT REPORT:

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General ledger. The transfer of the accounts to Wachovia Securities is in progress. The Board had no specific questions on the financial information presented.

OLD BUSINESS:

The Maintenance Log was in the Board packet, but was not specifically reviewed.

Troutman Sanders invoices were approved for payment.

ARCHITECTURAL APPLICATIONS:

The following applications were presented to the Board and approved.

Mallon (6100 Gothwaite Drive) – installation of fence and clay colored stone.

Peralta (6214 Paddington Lane) – installation of a deck.

Rayek (14716 Cardigan Square) – conversion from gas to electric lamp post.

Ulrich (6154 Gothwaite Drive) – request to remove trees from yard, not replacing.

Akbar (14825 Haymarket Lane) - conversion from gas to electric lamp post.

The following application was disapproved because a better photograph was needed.

Gordon (14821 Palmerston Square) - door replacement

NEW BUSINESS:

The audit was review and the representation letter was signed.

A motion was made to accept the proposal from Brothers Paving & Concrete for the concrete repairs not to exceed \$40,000, seconded and approved unanimously.

EXECUTIVE SESSION

A motion was made at 9:21pm to recess and convene in Executive Session for the purpose of discussing architectural violations. The motion was seconded and approved unanimously.

The Board reconvened in Open Session at 9:45.

A motion was made for Sequoia to perform a lot-by-lot inspection for missing lampposts and window grids. This information will be entered into the TOPS database. Photographs will be taken of the properties.

Ms. Peralta will email the two residents who sent email to the Board regarding their violations and advise them that they have an additional 90 days to comply.

Sequoia will respond to the two residents who sent letters regarding their pole lights. One will have the requirement for the pole lamp waived and the other will have her pole light mantles replaced.

ADJOURNMENT:

A motion was made, seconded and approved unanimously to adjourn at 9:58 p.m.