

Norbeck Grove Community Association
2006 Annual Meeting Minutes
Norbeck Grove Community Clubhouse
December 14, 2006

Board Members Present: Larry Solomon, Dave Crowley, Jeff Kinker,
James Warring, Rick Coburn, Allan Halper
and Susan Berkheimer

Others Present: Todd Hassett, Management Agent
Melissa Carroll, Recording Secretary
Forty-Five (45) Homeowners Present

- I. Call to Order – The meeting was called to order at 7:05 p.m. by Larry Solomon.
- II. Roll Call and Certificate of Quorum – Forty-five (45) members were in attendance, and 35 proxies/ballots were received for a total of 80 (51 constitutes a quorum).
- III. Proof of Notice of Meeting – Todd Hassett provided a copy of two Annual Meeting notices (dated October 18, 2006 and November 14, 2006) that were sent to the community membership.
- IV. Approval of Minutes of 2005 Annual Meeting – Allan Halper made a motion to approve the December 8, 2005 Annual Meeting minutes as written. Jeff Kinker seconded. The motion passed unanimously.
- V. Officer Reports

President's Report – Larry Solomon reported the following accomplishments for 2006:

- A reserve study for the community has been updated;
- The Association is currently working with the landscaper for the community regarding future improvements to the common grounds;
- The clubhouse walls were recently painted and new carpeting was installed;
- Additional umbrellas/furniture was purchased for the 2007 pool season;
- Currently the Association is making arrangements to have the parking lots for the townhome section sealcoated in 2007;
- The Association held a Halloween Parade/hay rides for the community members;

- Currently the Board is reviewing the Architectural Guidelines and any revisions will be mailed to the Association membership for their review and comment at a future meeting;
- The Association is attempting to form a Neighborhood Watch Program and volunteers will be needed to serve as Block Captains;
- A Yard Sale was held for the community membership which was very successful;
- Volunteers are needed to help with various Committees.

Mr. Solomon thanked the Board members, Todd Hassett, Melissa Carroll and The Management Group Associates for their help, time and dedication. Mr. Solomon thanked Dave Crowley who is very involved with the Architectural Committee and serves as Chairman. Mr. Solomon also thanked Brenda Egeland for all her help with the website.

Mr. Solomon recognized John Hanrahan who volunteered his time and provided the community residents/children with hay rides during the Halloween Parade festivities. Mr. Solomon also gave special thanks to Cynthia and Allan Halper who have been involved on Committees and the Board since the inception of Norbeck Grove. Mr. & Mrs. Halper served on several Committees such as the architectural, newsletter, community directory, clubhouse, swimming pool and more.

- VI. Nomination of Candidates to the Board of Directors – Jeff Kinker submitted a Candidate Statement to serve on the Board and represent the single family homes. Allan Halper made a motion to close nominations for the detached single family residents. Hao Nguyen seconded. The motion passed unanimously.

Mike Barrett of the townhome section (4823 Abbeyville Place) nominated himself. Dave Crowley made a motion to accept his nomination and close nominations for the townhome residents. Allan Halper seconded. The motion passed unanimously.

- VII. Old Business – None.

- VIII. New Business –

- a. Neighborhood Watch Presentation - Dave Baker with the Montgomery County Police Department was in attendance and provided a presentation on Crime Prevention and Neighborhood Watch. Officer Baker answered questions and concerns from those residents in attendance. A Committee is being formed to start up Neighborhood Watch in the community and provide education to residents on crime prevention. Some of the tips discussed by Officer Baker were:

- Be sure to lock your cars, leave valuables and garage remotes out of site in vehicles;
 - Close and lock your garage doors;
 - Keep shrubs/bushes trimmed so trespassers cannot hide behind them;
 - Lock all doors to your home;
 - Engrave personal items with your driver's license number. Pawn shops will not honor any items that have been engraved;
 - Leave lights on from dusk to dawn at each entrance to your home.
- b. Architectural Guideline Amendments – The Board of Directors listened to comments about the proposed Architectural Guideline Amendments. These proposed Guidelines will be voted on at the January 2007 Board meeting and then sent to the Community membership for their records.
- c. Special Recognitions – Larry Solomon thanked Allan and Cynthia Halper for their time and dedication to the community over the last six or seven years. Mr. & Mrs. Halper were presented with a token of appreciation.
- IX. Adjournment – Allan Halper made a motion to adjourn the Annual Meeting at 8:58 p.m. Rick Coburn seconded. The motion passed unanimously.