

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS
OF MAJESTIC CONDOMINIUM ASSOCIATION
HELD MARCH 23, 2006**

Pursuant to written notice to each of the members of the Board of Directors (the "Board"), a Meeting of the Board of Directors of Majestic Condominium Association, (the "Corporation"), a District of Columbia corporation, was held at Washington, DC, on March 23, 2006, at 7:30 PM.

The following persons were present throughout the meeting:

- Kelby Johnson
- Ken Davidson
- Anand Trivedi
- Michael O'Neill
- Brian Wrenn

being all of the members of the Board of Directors.

The following person was also present:

- Sergio Herrera

being a representative of Chatel.

Ken Davidson, President of the Corporation, presided as Chairman of the meeting, and designated Anand Trivedi to act as Secretary of the meeting.

The Chairman called the meeting to order.

I. Approval of Minutes

The minutes of the Meeting of the Corporation held at Washington, DC, on February 27, 2006, at 7:30 PM were approved, signed by Trivedi the Secretary of the Board, and inserted into the minute book of the Corporation.

II. Condo payments

We began with a discussion of policy for delinquent accounts. By-laws state that condominium fees must be received by the 10th of each month.

- A soft letters will go out for late notices on the 12th of each month.
- Late fees are %10.
- A following letter at 30 and 60 days.

- After three months, we go to collections.
- **AI:** Wrenn will provide Sergio with a draft letter giving notice to the community.

III. 1st floor hallway

The hallway issue was once again discussed. A poll will be created to allow the community to vote on whether we glaze or put a runner down on the first floor. All pros and cons will be laid out. “Glazing” vs. “runner + light refinishing”. We want to see price quotes, or a price range for each.

GLAZE – how long will this last? How many hallways? What type of finish? How much time to do? Price range, from three vendors. Care? Durability?

REFINISHING + RUNNER – how long will this last? How many hallways? What type of refinish + runner? How much time to do? Price range from three vendors? Care? Durability?

- **AI:** Herrera will provide cost estimates for glazing and full runner carpet by Wed.
- **AI:** Wrenn will then post a poll for runners or glazing to the community.

IV. Fence

The damage to the fence on the west side were discussed.

- **AI:** Johnson will get estimates from Randy about repairs to the fence, sidewalk, landscaping.
- **AI:** Herrera will hire someone to fix the front lock.
- We'll keep receipts for payment to present to Smoot at a later date.

V. Verona Park

The recent issues regarding noise from the 1328 property have made for a good learning experience. There should be an established chain of communication (President?) when the Board needs to make a statement. When a complaint is received, the Board should be swift in making a statement on a complaint – acknowledge the complaint, state a course of action, state whether the action item is something that the Board feels they wish to address/is within their authority. We as a board shall going forward have one contact point with Smoot, the builders, through which any community related issues should be addressed. Any action by an individual unit owner cannot be prevented however.

Johnson will be the main point of contact for Smoot in coordinating assessment of repairs they will make for our property needed as a result of their

construction. We will request that the community funnel their requests, questions, and comments regarding Smoot through Johnson.

VI. Finances

We will continue to use Chevy Chase as our bank. O'Neill will coordinate splitting the account into an operating and reserve after Thierry returns.

- **AI:** Chatel will proceed to do an audit of the Majestic and taxes.
- **AI:** Chatel will request on behalf of the Association from their vendor(s) a/ a financial audit; b/ tax preparation for 2005.
- **AI:** Chatel will have a budget proposed by April 14 to the Majestic Board.

VII. Trash

Discussion regarding the trash bins and their locations was discussed. Do we want larger bins, a fence? Upon inspection a fence would be impractical.

- **AI:** Herrera will inquire about a longer dumpster and/or covers for the current one.

VIII. Storage

We then addressed the desire for additional storage.

- **AI:** Johnson will send Herrera his .ppt slides of a potential layout for storage use of the bike room.

IX. Cleaning

O'Neill will attempt to negotiate an agreed upon price between the Majestic and Maid Pro for the snow removal invoice. Chatel will seek bids from other cleaning companies – hourly rates & quality of work.

Johnson will contact Phillip of Maid Pro informing him of our need for more attention to detail by their cleaning staff.

X. For Sale Signs

Residents cannot post them on the premises with the exception of temporary "Open House" signs on the days on which they have an open house.

XI. Frosting of bike room windows

Herrera will have someone do this.

- **AI:** Trivedi to leave supplies in bike room for contractor.

XII. Lighting

Some bulbs have burnt out; Herrera will have someone replace them.

XIII. Landscaping

The Board will ask Glenn Bly, Johnson, and Stacy King to begin landscaping work for the Majestic. A budget will be allotted for materials once a budget is drafted (by April 14th).

XIV. Elevator contract

Emily of Thyssen Krupp went on her honeymoon. We have to wait for her return to get the contract signed. Davidson will continue to work on this in conjunction with Jim Wrenn.

XV. Happy hour with Chatel

Tentatively scheduled for April 13th, a Thursday.

XVI. Next community meeting

Tentatively scheduled for May 2nd

XVII. Adjournment

There being no further business to come before the meeting, the meeting was, on motion duly made and seconded, adjourned.

XVIII. Action Items

Below is a list of action items stemming from discussions during this meeting:

- **AI:** Wrenn will provide Sergio with a draft letter giving notice of fee schedule to the community.
- **AI:** Herrera will provide cost estimates for glazing and full runner carpet by Wednesday.
- **AI:** Wrenn will then post a poll for runners or glazing to the community.
- **AI:** Johnson will get estimates from Randy about repairs.
- **AI:** Herrera will hire someone to fix the front lock.

- **AI:** Chatel will proceed to do an audit of the Majestic and taxes.
- **AI:** Chatel will have a budget proposed by April 14 to the Majestic Board.
- **AI:** Herrera will inquire about a longer dumpster and/or covers for the current one.
- **AI:** Johnson will send Herrera his .ppt slides of a potential layout for storage use of the bike room.
- **AI:** Trivedi to leave supplies in bike room for contractor.
- **AI:** All to begin create a punchlist of issues in the building
- **AI:** Trivedi to determine uses for keys on keychain received from AD Holdings

Anand Trivedi, Secretary of the Corporation