

FLINT LEDGE ESTATES
COMMUNITY ASSOCIATION, INC.
2473 McCormick Road
ROCKVILLE, MARYLAND 20850

MEMORANDUM OF BOARD OF DIRECTORS ACTION

Subject: Collection of Under-Billed Assessments for 2002-2005

Date: January 26, 2007

Summary: At the Special Meeting of the Members held on December 12, 2006 it came to our attention that for some years annual billing statement(s) sent to either the Board of Directors or the Architectural Control Committee, between 2002 and 2005, may have been mis-calculated as a function of the May 7, 2002 amendment to Section 4 of Article IV of the Bylaws to allow for a waiver of all or a portion of the dues to be paid by Board Members as follows:

Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director's regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e). [emphasis supplied].

Unfortunately, the Treasurer each year subsequent to the adoption of this Bylaw change failed to limit the dues waiver for Board Members to, ". . . the annual assessment for a Single Family Lot . . ." for those Board Members that were Townhouse owners. In addition, in one case, the dues waiver, while limited to the annual Single Family Lot rate, mistakenly was given to a member of the Architectural Control Committee who was not a Board Member.

Upon learning of these mistakes the Board of Directors did an investigation of the records of the association and determined that the attached spreadsheet reflects who was under-billed.

Discussion:

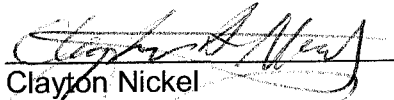
The attached invoices represent what the Board of Directors has determined is owed at this time. The Board has decided that it would be best initially to seek voluntary compliance rather than make formal legal-type demands. It was decided that payment will be requested to be made within Thirty (30) days. Since four of the current five members of the Board will be receiving this letter and invoice requesting payment, it

was decided that it would be best for any inquiries to be directed to the one member who is not the subject of this collection campaign, i.e., Brian Rogers, and that any further collection efforts would require the vote of the general membership. The issue of whether to take formal legal action to collect any that remain unpaid, therefore, will be made at the next meeting of the general membership.

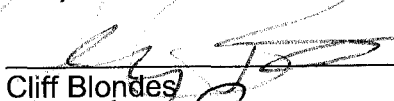
Motion: Cliff made a motion that the attached letter and invoices be mailed first class mail and that in the event that any payments have not been made that the decision of whether to take any additional collection activity will be presented for decision by the general membership at the next meeting of the general membership. This motion was seconded by Brian and agreed to unanimously as indicated below.

Vote: (sign)

Circle One


Clayton Nickel

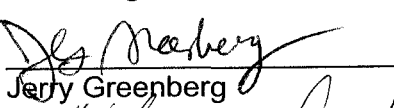
YES / NO


Cliff Blondes

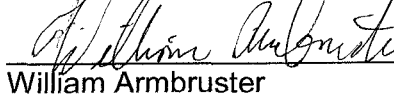
YES / NO


Brian Rogers

YES / NO


Jerry Greenberg

YES / NO


William Armbruster

YES / NO

Board Dues Waiver Analysis 2002_2006 FLECA.xls
01/26/2007

Member	Term	Assessment Due	Position	Waiver Entitled To	Paid	Deficiency	Notes
2005 5/05-5/06		Jan 06			Jan 06		
Jerry Greenberg	\$	361	President	180	0 \$	181	
William Armbruster	\$	361	VP	180	0 \$	181	
John Nickel	\$	180	Secretary	180	0 \$	-	
Brian Rogers	\$	180	Treas	180	0 \$	-	
Clayton Nickel	\$	361	Member	180	0 \$	181	
Gayle Brooks	\$	180	Chair of AC Committee	0	0 \$	180	Bill Armbruster: Gayle was not on Board

2004 5/04-5/05		Jan 05			Jan 05		
Jerry Greenberg	\$	344	President	172	0 \$	172	Bill Armbruster Proxy form for 5/3/05 meeting
Gayle Brooks	\$	172	Member at Large	172	0 \$	-	Payments from Deposit Slips
William Armbruster	\$	344	VP	172	0 \$	172	
Nancy Shirey	\$	344	Sec/Treas	172	0 \$	172	
Alice Garofano	\$	344	VP	172	0 \$	172	Bill Armbruster

2003 5/03-5/04		Jan 04			Jan 04		
William Armbruster	\$	344	President	172	0 \$	172	Sonia Newsletter dated 9/03 has board
Holiday Jones	\$	344	VP/Sec	172	0 \$	172	
Sonia Rickman	\$	172	Treas	172	0 \$	-	
Gayle Brooks	\$	172	Member at Large	172	0 \$	-	
Alice Garofano	\$	344	Member at Large	172	0 \$	172	

2002 5/02 -5/03		Jan 03			Jan 03	Proxy form for 5/8/03 meeting lists Jerry, Tracey	
Jerry Greenberg	\$	344	President	172	0 \$	172	Payments from Deposit Slips
Cliff Blondes	\$	344	Board Chairman	172	0 \$	172	
Tracey DeJong	\$	172	VP	172	0 \$	-	
Gayle Brooks	\$	172	Member at Large	172	0 \$	-	
Sonia Rickman	\$	172	Sec/Treas	172	0 \$	-	Sonia

Subtotal \$ 2,271

2001 All paid
Sharon Klompus - President
Cliff Blondes - Sonia

2000
Paul Jacobsen - President
Sharon Klompus - Treasurer

1999
Sharon Klompus - President

Member	2002	2003	2004	2005	Total
Jerry Greenberg	\$ 172	\$ -	\$ 172	\$ 181	\$ 525
William Armbruster	\$ -	\$ 172	\$ 172	\$ 181	\$ 525
John Nickel	\$ -	\$ -	\$ -	\$ -	\$ -
Brian Rogers	\$ -	\$ -	\$ -	\$ -	\$ -
Clayton Nickel	\$ -	\$ -	\$ -	\$ 181	\$ 181
Gayle Brooks	\$ -	\$ -	\$ -	\$ 180	\$ 180
Nancy Shirey (moved)	\$ -	\$ -	\$ 172	\$ -	\$ 172
Alice Garofano	\$ -	\$ 172	\$ 172	\$ -	\$ 344
Holiday Jones (moved)	\$ -	\$ 172	\$ -	\$ -	\$ 172
Sonia Rickman	\$ -	\$ -	\$ -	\$ -	\$ -
Cliff Blondes	\$ 172	\$ -	\$ -	\$ -	\$ 172
Tracey DeJong (moved)	\$ -	\$ -	\$ -	\$ -	\$ -
				Total	\$ 2,271

FLINT LEDGE ESTATES
COMMUNITY ASSOCIATION, INC.
2473 McCormick Road
ROCKVILLE, MARYLAND 20850

January 26, 2007

Re: Collection of Previous Annual Dues Incorrectly Billed

Dear Past Member of the Board of Directors and/or Architectural Control Committee:

It has come to our attention that for some years you were on either the Board of Directors or the Architectural Control Committee, annual billing statement(s) sent to you between 2002 and 2005 may have been mis-calculated.

As you may recall, on May 7, 2002 the membership voted to amend Section 4 of Article IV of the Bylaws to allow for a waiver of all or a portion of the dues to be paid by Board Members as follows:

Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director's regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e). [emphasis supplied].

Unfortunately, the Treasurer each year subsequent to the adoption of this Bylaw change failed to limit the dues waiver for Board Members to, “. . . the annual assessment for a Single Family Lot . . . ” for those Board Members that were Townhouse owners. In addition, in one case, the dues waiver, while limited to the annual Single Family Lot rate, mistakenly was given to a member of the Architectural Control Committee who was not a Board Member.

These mistakes were brought to the attention of the Board of Directors at the Special Meeting of the Members held on December 12, 2006. An investigation of the records of the association was conducted and the enclosed invoice represents what the Board of Directors has determined you owe at this time.

The Board hopes that you understand that it is in the best interests of the entire community that we maintain the integrity of this wonderful community and seek your cooperation in fixing this oversight.

Thank you for your understanding and continued cooperation. Please remit the amount reflected on the enclosed invoice within the next Thirty (30) days or give our Treasurer, Brian Rogers a call at home on (301) 762-4811 to discuss this matter further. We look forward to hearing from you and trust that we will be able resolve this amicably and expeditiously.

Very truly yours,

THE BOARD OF DIRECTORS OF FLINT
LEDGE ESTATES COMMUNITY
ASSOCIATION, INC.

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 William B. Armbruster
 2409 McCormick Road
 Rockville, MD 20850-3072

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$525

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2003	\$172	\$344	\$0	\$0	\$172	\$172
2004	\$172	\$344	\$0	\$0	\$172	\$172
2005	\$180	\$361	\$0	\$0	\$181	\$181
					Total	\$525

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Cliff Blondes
 2447 McCormick Road
 Rockville, MD 20850-3073

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$172

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2002	\$172	\$344	\$0	\$0	\$172	\$172
					Total	\$172

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Gayle Brooks
 2316 McCormick Road
 Rockville, MD 20850-3070

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$180

As a previous member of the Flint Ledge Estates Community Association, Inc. Architectural Control Committee, and not a member of the Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited members of the Board of Directors in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2005	\$180	\$361	\$0	\$0	\$180	\$180
					Total	\$180

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Alice Stark
 2439 McCormick Road
 Rockville, MD 20850-3074

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$344

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2003	\$172	\$344	\$0	\$0	\$172	\$172
2004	\$172	\$344	\$0	\$0	\$172	\$172
Total						\$344

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Jerry W. Greenberg and
 N. J. Greenberg
 2441 McCormick Road
 Rockville, MD 20850-3074

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$525

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2002	\$172	\$344	\$0	\$0	\$172	\$172
2004	\$172	\$344	\$0	\$0	\$172	\$172
2005	\$180	\$361	\$0	\$0	\$181	\$181
					Total	\$525

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Holliday Jones
 3 Bouldercrest Court
 Rockville, MD 20850

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$172

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

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Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2003	\$172	\$344	\$0	\$0	\$172	\$172
					Total	\$172

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
 Community Association, Inc
 2473 McCormick Road
 Rockville, MD 20850-3073

Special Invoice

Bill To:
 Clayton Nickel
 2433 McCormick Road
 Rockville, MD 20850-3074

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$181

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

“Compensation. No director shall receive compensation for any service he may render to the Association as a director, other than the waiver of that portion of a director’s regular annual assessment(s), equal to the annual assessment for a Single Family Lot, for those years during which the director serves. However, any director may be reimbursed for his actual expenses incurred in the performance of his duties and may receive compensation as a bookkeeper as provided for in Article VII, Section 1.(e).”

Year of Assessment	Single Family Dues	Townhouse Dues	Amount Billed	Amount Paid	Correct Bill Amount	Amount Owed
2005	\$180	\$361	\$0	\$0	\$181	\$181
					Total	\$181

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
 Treasurer

Flint Ledge Estates Community Association, Inc.

Flint Ledge Estates
Community Association, Inc
2473 McCormick Road
Rockville, MD 20850-3073

Special Invoice

Bill To:
Nancy Shirey
6518 Oxford Road
Easton, MD 21601-8322

Date Due	Description	Amount
2/28/07	Reimbursement of Incorrectly Billed Prior Year(s) Annual Fees	\$172

As a previous member of the Flint Ledge Estates Community Association, Inc. Board of Directors, you were incorrectly billed for the Annual Assessment(s) as detailed below. You were given a full waiver of your dues when, in fact, the waiver was limited to that amount paid by the Single Family homeowners in accordance with the Amendment to the Bylaws adopted May 7, 2002, which states:

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2004	\$172	\$344	\$0	\$0	\$172	\$172
					Total	\$172

Please make the check payable to "Flint Ledge Estates Community Assoc." and mail it to the address above. Should you be unable to make this payment within the next 30 days, or if you have any questions, please contact me on 301-762-4811.

Thank you,

Brian Rogers
Treasurer