



THE CLOPPERS MILL COMMUNITY ASSOCIATION
2007 PLANNING CALANDER

January

1st New Fiscal Year Begins
Management Report to Board
Board Meeting
Trash Contract Anniversary (J&J)
Pool Management RFP
Newsletter
Planning Calendar

February

Management Report to Board
Property Inspection
Select Pool Management Contractor

March

Management Report to Board
Order Pool Permits & Stickers
Begin issuing pool Passes
County Pool Permit (\$600)
Fire HZMAT Permit (\$175)
Landscaping Contract Begins
Landscaping- spring clean/ mulch
Pool Inspection
Identify Pool Repairs needed
Renew D&O Insurance

April

Management Report to Board
Activate Payphone at pool
Audit Field Work to begin
Continue Issuing pool passes
Inspect for concrete/ asphalt for repairs
Order vending Machines if needed
Inspect ClubHouse
Board Meeting

May

Install summer flowers
Management Report to Board
Continue Issuing pool passes
Prepare for Pool Opening (Memorial Day)

June

Renew Domain Name w/ Network Solutions
Draft Audit to the Board
Management Report to Board
Inspect Fire Lanes & Stenciling
Solicit Bids for fall Landscape Projects

July

Management Report to Board
ACC Meeting
Board Meeting
Newsletter

August

Approve Audit
Management Report to Board
File Tax Returns
Property Inspection

September

Management Report to Board
Call-4-Candidates
Solicit Snow Removal Bids
Pay Prop taxes
CMI 2005 Draft Budget to Board
Pool Closes (Labor Day)

October

Solicit Insurance Bids
Send Annual Meeting Notice
Management Report to Board
Annual Meeting
Approve Budget

November

Winter Flowers Planted
Management Report to Board
Select Snow Removal Contractor

December

1st Send new Payment Coupons
Management Report to Board
Pay Montgomery County CCOC
Contractors Pool Repair List
Seek Reimbursement from Shopping Center

FUTURE CONCERNS:

Last Reserve Study 2005 next reserve study 2010
Domain name renewal every 2 years
TH Roads were sealcoated in summer 2004
Hot water heater warranty 3 yr tank 1 yr parts 5/04
White Coat Replacement scheduled for spring 2006