

Plantations II HOA -- April 11, 2019

Annual Meeting Minutes

Attendance:

Board Members:

Aliza Robin, President
Jennifer Wrona, Treasurer
Sara Lowe, Secretary
Cheryl Yost
Drew Lowe
Austin Wolner
Daniel Thorpe

Community Members:

Peter Riley
Istuan Harsanyi
Doug Verdin
John Schlee
Terrie Schlee
Judy Stephenson

Guests:

Shannon Dietrich
Matt Johnson

General Business:

Aliza Robin opened the Annual Meeting

- **Minutes:** Motion made to approve the 2018 annual meeting minutes as submitted, motion seconded, motion carried.
- Attendance: 6 home owners; 7 board members; 2 guests. Note regarding voting—due to 3 sets of same household attendees at the meeting only 4 homeowner and 6 board member votes can be counted during the election process.
- Proxies Held for Vote: 115
- Aliza inquired if there were any issues that the attendees wished to discuss. No one had any specific issues related to the Annual Meeting to discuss.
- Aliza stated that there were no proposed changes to our By Laws or Covenants to be discussed or voted on for the coming year.

Accomplishments and Activities:

Aliza reviewed some of the Board's accomplishments and activities for the past year:

1. General

- Held open monthly meetings (no meetings August and December).
- Reformatted, revised and updated the Plantations Two Community Association website to make it more user friendly and current.
- Dealt with numerous day-to-day issues, complaints, email communications with community members, etc.
- The Board has also focused on trying to educate community members to the fact that they are and can be responsible for resolving issues within the community that are not specifically the responsibility of the HOA. For example, using county resources such as 311 or the non-emergency police number to report, potholes, animal control issues, illegally parked vehicles, unsafe activity, unsafe housing issues, downed street trees, neighbor disputes, etc.

2. **Pool**

- Replaced our paper sign-in process with a new computerized membership database with an electronic sign-in procedure. The board received positive feedback on the new system, and we hope to continue to have a smooth check-in process with the electronic system.
- To coordination with the new membership database the Board refined the membership information sheet and required all members to complete a new form.
- Outside pool memberships were increased this year. We increased Plantations Two Community Swimming Pool on-line and Facebook presence which creates free advertising.
- The outside pool Membership Payment process started accepting PayPal.
- Bidding out and contracting for extensive repair work at the pool house which included a new hot water heater, clean-out and repair of backwash pit, toilet and shower plumbing repairs, miscellaneous electrical repairs, miscellaneous office repairs, etc.

3. **Social Committee** activities:

- 3rd Earth Day Shredding event personally sponsored by Drew Lowe.
- Boy Scout's Christmas tree and mulch sales held in our pool parking lot in exchange for their volunteering to do community clean-up and other various functions within our community.
- Kids Night Out Pool Party: This was our biggest year of attendance to-date
- Annual Dog Swim.
- DVFD, Santa and the Damascus High School Drum Corp Holiday event along with the help of Boy Scouts.
- Movie Night.

4. **Grounds Committee & Miscellaneous Sub-Committees**

- The Board worked with the Montgomery County free tree program: To-date the county has planted about 44 free trees; additional free tree planting to take place in late fall of 2019 or spring of 2020.
- Storm Water Erosion: Completed another Storm Water Erosion area repair. We have 7 out of approximately 14 areas left to repair. One area was repaired by MCDOT due to a mistake they made while cleaning a storm drain, however, this repaired area has since become a bigger erosion problem than it was originally. The Board is currently working with a county representative to resolve the issue.
- Tennis Courts: Sent out for bid and awarded a contract for repairs and resurfacing. Unfortunately, due to the unusual rainfall that we received last year, the repair was postponed until May 2019.
- Path Repair & Repaving: Sent out for bid and awarded a contract the work was started in August/September of 2018 but was delayed due to our excessive rain. The work will resume as soon as the weather permits.
- Cul-de-sac Circles Dead Grass: The dead grass (cause unknown) on 10 cul-de-sac circles in the community was ultimately resolved by hiring our grounds contractor to repair and reseed the cul-de-sacs that had not been addressed by individual community members.

5. Architectural Control Committee

- Completed 20 Property Improvement Requests.
- Completed 12 Resale Certificates and 6 Revised Resale Certificates.
- Refined the HOA Private Property parking violations process and to-date have posted violations on 8 vehicles, 7 corrected by the owners and 1 vehicle was towed. We are also reporting illegal parking on county streets to the non-emergency police number for ticketing.

6. Capital Reserve Fund

- Total income in 2018 was \$11,550 more than t projected due to increased outside pool memberships and collection of past-due HOA dues.
- Spent \$111,009 on capital reserves this past budget year. Capital spending included an erosion area repair, deposit for the beginning of the path replacement/repaving project, pool repairs, and new pool equipment.
- At the end of the budget cycle, a total of \$61,038 was added back into the Capital Reserve Fund.
- A copy of our 2018 year-to-date actual and 2019 proposed budget was distributed.

ELECTION OF BOARD MEMBERS:

Current HOA Board Member Terms

	<u>Elected or Appointed</u>	<u>Term Expiration</u>
Dan Thorpe	3 year term in 2016	expires in 2019
Drew Lowe	3 year term in 2016	expires in 2019
Susan Hatter	3 year term in 2016	expires in 2019
Austin Wolner	2 year term in 2018	expires in 2020
Jennifer Wrona	3 year term in 2017	expires in 2020
Aliza Robin	3 year term in 2017	expires in 2020
Sara Lowe	3 year term in 2018	expires in 2021
Cheryl Yost	3 year term in 2018	expires in 2021
Vacant/John Schlee	3 year term in 2018	expires in 2021 (<i>resigned creating vacant 2 year term</i>)

Elections Held:

- Elections were conducted by Aliza Robin.
- Current board member nominations included new 3-year terms for Drew Lowe, Susan Hatter, and Daniel Thorpe to the Board of Directors.
- Nominees were called from the floor. Peter Riley volunteered to be nominated for the 2-year term vacancy to the Board of Directors.
- Motion made to waive secret ballot, motion seconded, motion passed unanimously.
- Nominations were closed.
- Drew Lowe, Susan Hatter, and Daniel Thorpe were re-elected to the board for 3-year terms; and Peter Riley was elected to the board for a 2 year term by a vote of 115 proxies, and 4 home owners; and 6 board members.

New HOA Board Member Terms as of April 11, 2019 elections:

	<u>Elected or Appointed</u>	<u>Term Expiration</u>
Jennifer Wrona	3 year term in 2017	expires in 2020
Aliza Robin	3 year term in 2017	expires in 2020
Austin Wolner	2 year term in 2018	expires in 2020
Sara Lowe	3 year term in 2018	expires in 2021
Cheryl Yost	3 year term in 2018	expires in 2021
Peter Riley	2 year term in 2019	expires in 2021
Dan Thorpe	3 year term in 2019	expires in 2022
Drew Lowe	3 year term in 2019	expires in 2022
Susan Hatter	3 year term in 2019	expires in 2022

Annual Meeting Adjourned