

# Flints Grove HOA

## Board Meeting Minutes

JANUARY 23, 2020 / 7:00 PM / NORTH POTOMAC COMMUNITY CENTER

### Attendees

Name	Role	Initials	Attendance
Subhasis Datta	President	SD	Present
Lee Canter	Vice President	LC	Present
Don Funkhouser	Vice President	DF	Absent
Paul Witting	Treasurer	PW	Present
Carmen de Perignat	Board Member	CdP	Present
Evgeny Tsypnyatov	Board Member	ET	Present
Neil Smith	Secretary	NS	Absent
Scott Wertlieb	Vista Management (VM)	SW	Present
Adam Ocnr	Vista Management (VM)	AO	Present

### Agenda

- Meeting Start, Review Agenda
- 2019 Board Member Reports - Secretary and Treasurer
- Vista Management/Committee Report Outs, On-going Activities, Action Items
- Architectural Committee updates
- Social Committee Updates
- Communications Committee Updates
- Trail and Tot-Lot Committee Updates
- President's Report Out, Updates and Actions Needed
- Review of Meeting Minutes, Action Items, and Meeting Close-out

## Notes

### OPENING

- Meeting called to order at 7:06pm by SD

### DUES

- When are dues due? 2/1/20
- 3/1 will be the date for reminder notices
- Many people have paid online

### TREASURER

- 6105 - Mutual of Omaha (operating account)
- Transfer all bills payment to Vista. Accounts payable.
- FDIC limit on savings.
  - Separate reserve account into 2 accounts
- Finalize 2019 financials - send to Jim Layton and sign engagement letter
- Resale packets?
  - What info is included?
  - Transparency? Financial side.
  - Electronic? Paper?
  - Point to website for bylaws
  - Treasurer has all necessary info
- Annual Meeting preparation
  - Need to provide notice to Homeowners at least 30-days out
  - Stay within 60-day window
- Annual meeting/presentation of the budget - 4/23 (Date still to be fully confirmed)
- Call for candidates
  - Scott W (VM) will produce letter as call for candidates
  - Positions up for election - 4 of 7 positions are up for election
  - Quorum is 25%
  - Nomination committee needed
- Checking account - 32k
- Reserve account - 240k
- Expect a budget/ financial statements from Paul.

## AECC

- 1 Rich Branch Ct - Screen porch request

## VISTA MANAGEMENT TRANSITION

- FGHOA board - add Scott and Adam
- Shared drive on google drive for vista - use to keep things organized
- Tree removal on HOA property?
  - Policy going forward. Arborist report - tree is dead.
  - Communicate with tenant. Take branches off, or take down whole tree? Who pays for it?
  - Falls on your property - then its HO liability. Who owns property?
- Mutt mitt dispenser - Scott will order
- Bamboo eradication:
  - Find vendors
  - Ensure that they complete the job
- Signage - approved/ get quotes
- Lighting - approved/ get quotes
- HOA gives easements to county
- Painting of fences/ repainting
- Doug's fence - who keeps up the painting/ aesthetic reasons, etc.
  - Action item - how do we deal with the fence
  - How do we enforce rules? - report to the county
- Tot lot trees
- Parking/ towing - add to annual meeting agenda
- Change payment to vista for all bills

## Next Meeting

Date: February 23rd, 2020

Time: 7:00-9:00 PM

Location: Nancy Dacek North Potomac Community Center