

Flints Grove HOA

Board Meeting Minutes

MAY 6, 2020 / 7:00 PM / VIRTUAL MEETING

Attendees

Due to the outbreak of the COVID-19 virus, all Montgomery County buildings are closed. With stay at home orders in place, the FGHOA board conducted this meeting virtually using a video conferencing tool.

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

Agenda

7:00 - 7:40 PM: Vista Management Company Business

7:40 - 7:50 PM: Treasurer

7:50 - 8:20 PM: AECC/Maintenance Committee

8:20 - 8:50 PM: Communications Committee

8:50 - 9:00PM: Other Business

Notes

OPENING

- Meeting called to order at 7:05 pm by Subhasis Datta, President
- No requests for open agenda items were heard

VISTA MANAGEMENT COMPANY

Completed Business

- Two additional Mutt Mitt dispensers have been installed on the trail - one at the Rich Branch Drive entry, the other off Flints Grove Drive.
- 14508 Rich Branch Drive - Slanting sycamore tree on HOA property has been removed. Discussion with VM as to advisability of cutting the logs into smaller pieces. VM to discuss with Davey Tree the vendor.
- Landscaping Contract with Allentuck dated Feb 27, 2020 has been executed.
 - VM to ensure contract is uploaded to FGHOA Board Drive.
- Entry Lighting has been installed by FAB Electric.
- Additional Mutt Mitt Dispenser - tabled for the time being.

Ongoing Business

- Financials - \$35,186 in the checking account, \$241k reserve, \$50,000 transferred into a new account with Mutual of Omaha to ensure account balances are within FDIC liability limits .
- Dues Report - Another round of notices sent. 11 owners are still yet to pay this year's dues. A further note to be sent.
- Quotes for jointly-owned (homeowner/HOA) white fence on the corner of 14512 Rich Branch Drive/Flints Grove Lane pressure washing and painting have been received.
 - CdP to draft letter to homeowner.
 - Approach for maintenance to continue to be discussed.
- Pepco have been contacted regarding trees overhanging power lines and fence on Dufief Mill Road - VM to continue to follow up.
 - Once trees are pruned this will expose a homeowner white fence that is in need of repair and repainting.
- Entry Signage - no update as signage companies are just coming out of winter hibernation.
- Bamboo eradication - SW met with Kuhn's Tree Service regarding their proposals. They will provide a proposal so that the board has 3 quotes to review. VM to follow up.

TREASURER

Completed Business

- Creation of new account and splitting of reserve funds has taken place

AECC/MAINTENANCE COMMITTEE

Completed Business

- 14322 Rich Branch Drive - overhanging branch enquiry has been referred back to the homeowner. Small branches from HOA trees that overhang onto a property are the homeowner's responsibility.
- 11613 Flints Grove Lane - wood fence design received, approved and installed. Work involved (a) partial removal of white fence in order to allow for the installation of the privacy fence, and (b) removal of certain hardwood trees in the backyard approved to allow for installation of privacy fence. All with previous approval of the AECC.
- 14604 DeHaven Ct - tree removal request of certain compromised hardwood trees approved after VM vetting.

Ongoing Business

- Mutt mitt dispenser sign proposal from "Signs on the Cheap" vendor expected in the coming days.

New Business

- Townhome homeowner complaint received - letter is being sent to educate owners at 14402 and 14404 Pebble Hill Lane that any changes of this nature need to be vetted with the AECC prior to work commencing and ask them to complete required paperwork.
- Complaint received regarding Allentuck starting work before 9:00am on a weekend - VM to follow up with Allentuck regarding this.
- 14516 Pebble Hill Drive - chain link fence - VM sent Violation Letter notice on April 28, 2020 to homeowners - VM to follow up after homeowner response.

COMMUNICATIONS COMMITTEE

Completed Business

- New website has been pushed live via www.flintsgrovehoa.com
- A Mailchimp account has been set up to provide a better way to send email messages to the community.

Ongoing Business

- Transition of old site address to point to the new site is still underway.
 - PW and ET to continue follow up with Patrick McGuinness.
 - AO also offering assistance.
- Population of new website is underway - Mailchimp integration being looked into.
- Homeowner Database - 186 homes have vetted emails, 16 are blank, 3 have emails but are not vetted. AO to send NS number and they will connect regarding upkeep process.

New Business

- Board email inbox management.
- Annual Meeting Planning .
 - SD putting slides together
- Newsletter.
 - SD to send matrix for population
- Directory - further discussion to take place offline ready for next month's meeting.

OTHER BUSINESS

Ongoing Business

- Stream restoration update.
 - Trail upgrades took place 5/5
 - SD provided instructions for mowing - only twice a year (Spring and Fall) - to VM to pass onto Allentuck.
 - Landscaping company to review new plantings.
 - Sealant for the trail still to be scheduled.
 - SD shared a document for board review regarding the designs of the stormwater pond. Board to review/
- Approval of March meeting minutes - see Votes section for further details.
- Action Item Review.

New Business

- SD to check that all Ron Bolt legal opinions are on the board drive.
- SD to provide CdP with all information regarding BoD Minutes from previous (2018-2019) Board for her to re-type and upload onto the new Website.
- Social Events - no events will be planned until such time that social distancing orders and homeowner sentiment can be engaged

CLOSING

- Meeting adjourned at 9:09pm.

Votes

Motion	For	Against	Abstain
Motion to approve meeting minutes for March	ALL		