

Flints Grove HOA

Board Meeting Minutes

DECEMBER 12, 2019 / 7:00 PM / NORTH POTOMAC COMMUNITY CENTER

Attendees

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

Agenda

- 7:00 - 7:05 PM: Meeting Start, Review Agenda
- 7:05 - 7:30 PM: Board Member Reports
- 7:30 - 7:55 PM: Presidents Report
- 7:55 - 8:50 PM: Committees Report Outs, On-going Activities and Action Items:
 - Maintenance Committee updates
 - Architectural Committee updates
- 8:50 - 9:00: Review & Approval of Meeting Minutes and Meeting Close-out

Notes

OPENING

- Meeting called to order at 7:12 pm by Subhasis Datta, President.
- With no members of the community present, requests for open agenda items were not heard.

SECRETARY

- Email forwarding is still sporadic - more investigation needed.

TREASURER

- All homeowners are now current with dues payments.
- Homeowner database needs consolidating in order to maintain accurate records; a better process needs to be instilled in order to acquire information from buyers in order to keep records accurate and welcome new homeowners to the neighborhood.
- Transfer of funds into another interest bearing account will be handled in the new year, once Vista Management are onboarded.
- Confirmation of amended liability amounts for HOA insurance to be sent to State Farm.
- Review of proposed 2020 budget. PW to make minor adjustments and send to board members for review.

MANAGEMENT COMPANY TRANSITION

- Financial transition is underway with PW and Shelley from Vista Management.
- Reports from homeowners in the townhomes indicate that there is ongoing confusion around parking rights in these locations. We will discuss in the new year and then look to bring to homeowners at the Annual Meeting.
- Tot-Lot inspection: Vista arranged for an inspection of the tot-lot by Jeff Stone, a licensed inspector in the State of Maryland.
- Motion to approve Allentuck proposal for mulching the surface of the Tot-lot with Playground friendly material. Approved - see Votes section for further details.
- SW to send board the proposed cover letter to form part of the dues mailout.
- PW to order signs regarding HOA dues.

AECC UPDATE

- Statement of Community Expectations presented. Motion to approve the SOCE document and for this document to be registered with Montgomery County. Approved - See Votes section for further details.
- Transition of documents and projects to Vista Management.

CLOSING

- Minutes were constructed live during the meeting in full view of the board. Motion to approve these minutes as a true and accurate record of proceedings - see Votes section for further details.
- Meeting adjourned at 9:00pm.

Action Items

PW: Confirmation to be sent to State Farm for increased liability amounts

PW: Adjust budget and send to board members

PW: Ron Bolt and Jim Leighton payments

PW: Order signs for HOA Dues

CdP: Register the SOCE with Montgomery County

Votes

Motion	For	Against	Abstain
Motion to approve Allentuck to move forward with mulching the Tot-Lot	CdP, PW, NS, SD		
Motion to approve the Statement of Community Expectations document	CdP, PW, NS, SD		
Motion to approve these minutes as a true and accurate record of proceedings.	CdP, PW, NS, SD		

Next Meeting

Date: Thursday January 23rd, 2020

Time: 7:00-9:00 PM

Location: Nancy Dacek North Potomac Community Center