

# Flints Grove HOA

## Board Meeting Minutes - July 2019

JULY 18, 2019 / 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	Present

### Agenda

- **7:00 - 7:05 PM: Meeting Start, Review Agenda; add Open agenda items**
- **7:05 - 7:40 PM: 2018 Board Member Reports:**
  - Secretary - Last Meeting Minutes approval, Action items review
  - President's Update
  - Treasurer's Financial Updates: Upcoming expenses, Delinquent HOA Dues, Review of HOA Financial Statements
- **7:40 - 8:40 PM: Committees Report Outs**
  - Maintenance Committee updates
  - Architectural Committee updates: AECC requests and approvals, Statement of Community Expectations (SOCE) Review/Edits, Approval
  - Social Committee Updates

- Communications Committee Updates – Continued Communications through Website updates/changes, next Newsletter community updates, Plan for Electronic Communications
- Trail and Tot-Lot Committee Updates - Post Stream Restoration activities
- **8:40 - 8:55 PM: Board New Business, Review Meeting Minutes, discussions**
- **8:55 - 9:00: Meeting Close-out and Clean-up**

## 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.

### MINUTES FROM JULY 2, 2019

- NS presented the minutes from the FGHOA July 2 Meeting for review.
  - Meeting minutes were voted upon and approved - see Votes section for further details.
  - Today's meeting noted will be taken live on a laptop computer and shared on a screen with all board members. An approval vote will be taken at the end of the meeting so that approved minutes are able to be quickly posted to the FGHOA website.

### ACCESS & LOGISTICS

- FGHOA email forwarding is proving challenging - PW and ET to collaborate to ensure this action is taken.
- Google Drive shared by SD with all board members.

### CCOC TRAINING

- ET, LC and DF to schedule CCOC training.
- PW to consider taking the financial CCOC course.

### HOMEOWNER COMMUNICATIONS

- Ron Bolt has been consulted regarding the process by which the board is able to obtain homeowner approval to waive their rights to paper-based notification and communication, in place of electronic mail that bides by the same timeframe as traditional methods of

communication. Mr. Bolt has refused to answer the question until his invoices have been paid. PW to issue payment for the invoices.

### DELINQUENT DUES

- SD raised that action had not been taken since the last meeting. A list of homes that are delinquent needs to be shared with a letter drafted. FGHOA board members will then assist with chasing delinquent dues.

### TREASURER UPDATE

- HOA Package requests are up to date.
- \$240k in the Reserve Account; \$68k in the Checking Account.
- \$14k collected in HOA dues in Q2; \$2938.74 paid in Landscaping, \$2,185 in tree work, \$5,682 in professional fees. \$1857.57 tax and bank service charges; other smaller miscellaneous expenses.
- PW to send refreshed Q2 report to the board.
- SD mentioned meeting with the Trail Committee regarding refreshing items. It is still unknown what elements of the trail surrounds will be refreshed by the county upon completion of the stormwater work. SD has contacted the county and they are working on determining.
  - Once the county respond, the board will be able to assess what budget should be made available.

### MAINTENANCE COMMITTEE

- Chair of the Sub-Committee was absent; CdP addressed on behalf of the AECC.
- Kuhn's are still to apply the 3rd treatment to the bamboo - DF to follow up.
- Allentuck Contract - designation of HOA shared spaces to be defined for inclusion in the new contract. CdP and DF to continue discussions with Allentuck to bring to resolution. Motion raised to ensure board support for the removal of the automatic annual renewal of the contract.

### AECC REPORT

- 14426 Pebble Hill Lane - Fence application from Mr. Arasan. CdP raised that the fence is compliant with AECC guidelines. CdP to revert to ensure that neighbor approves. Motion for the board to approve the fence, pending neighbor approval.
- 11609 Flints Grove Lane - Fence application to be processed.

- Community expectations document reviewed - general board approval was gained as discussed.
- CdP presented the Montgomery County Task Force on Hoarding Behavior. It was raised that some homeowners would benefit from seeing this on our website. SD also mentioned a nuisance document for upload also and mentioned that these should also be referenced in the Community Expectations document.
- CdP presented a draft Reserve Study document, but it was in draft format. Final version to be sought.
- CdP is working on paint palette books.

## **SOCIAL COMMITTEE**

- Ice cream social will be held this Sunday, July 21, 3-5pm at the vacant lot, 11425 Flints Grove Lane.

## **COMMUNICATIONS UPDATE**

- Comms committee to hold a working session to complete homeowner mailout.

## **TRAIL & TOT-LOT COMMITTEE REPORT**

- Committee have met to discuss initial ideas.

## **CLOSING**

- Minutes from this meeting were constructed live, in full view of the board. The board reviewed the minutes before a motion was passed to approve the minutes. Motion passed - see Votes section for further details.
- Meeting adjourned at 9:00pm.

## **Action Items**

1. Board to check on Google Drive access
2. PW, ET - collaborate to successfully forward the FGHOA email to the board
3. ET, LC, DF - schedule CCOC training
4. PW to issue payment to Ron Bolt for
5. PW to send refreshed Q2 report to the board
6. DF to follow up with Kuhns for bamboo treatment
7. CdP to request neighbor approval of fence request for 14426 Pebble Hill Lane
8. CdP/PW to locate final version of the Reserve Study

## Votes

Motion	For	Against	Abstain
Motion for the approval of July 2 Board Meeting minutes	ALL		
Motion for board to require annual contract renewal for landscaping	ALL		
Motion to approve the fence request for 14426 Pebble Hill Lane, pending neighbor approval	ALL		
Motion to approve the minutes for July 18 meeting	ALL		

## Next Meeting

Date: Thursday August 15, 2019

Time: 7:00-9:00 PM

Location: Nancy Dacek North Potomac Community Center