

Flints Grove HOA

Board Meeting Minutes

NOVEMBER 14, 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	Present
Paul Witting	Treasurer	PW	Present
Carmen de Perignat	Board Member	CdP	Present
Evgeny Tsypnyatov	Board Member	ET	Absent
Neil Smith	Secretary	NS	Present

Agenda

- **7:00 - 7:05 PM: Meeting Start, Review Agenda**
- **7:05 - 7:20 PM: 2018 Board Member Reports:**
 - Secretary - Last Meeting Minutes approval, Key Action items review
 - Treasurer's Financial Updates, Delinquent Dues & Other Imp. items
 - Review of HOA Financial Statements, Board Member Questions & Answers
- **7:20 - 8:00 PM: Discussions and Deliberations on Management Company**
 - Discuss Gaps, Justification, Roles, Transition docs for Management Co.
 - Discuss any amendments to the Management Co Contract Review
 - Move to Vote on whether we want a Management Company
- **8:05 - 8:40 PM: Committees Report Outs, On-going Activities and Action Items:**

- Maintenance Committee updates
- Architectural Committee updates
- Social Committee Updates
- Communications Committee Updates
- Trail and Tot-Lot Committee Updates
- **8:40 - 8:55 PM: Board Items of Interest, Action Items and discussions**
 - President's Updates on outstanding or on-going tasks/activities
- **8:55 - 9:00: Review of Meeting Minutes, Action Items, and Meeting Close-out**

Notes

OPENING

- Meeting called to order at 7:07 pm by Subhasis Datta, President.
- With no members of the community present, requests for open agenda items were not heard.

SECRETARY

- CCOC training: PW and ET attended Oct 7 training. LC and DF still to take.

TREASURER

- Payment made on landscaping and watering.
- Personal property tax payments to be researched.
- One home owes dues.

TRAIL & STORMWATER DRAIN

- MoCo have agreed to take action in a number of areas of the trail and stormwater drain reservoir.
 - Completed:
 - Power wash the tot-lot and basketball court.
 - Reinstall the pet waste receptacle at trail entrance at Flints Grove Lane.
 - Tree work in and around basketball court area.

- Remove construction materials left in and around woods.
- Adjustment and unclogging of pipe to allow for better water drainage.
- Sound from water drainage in the concrete riser has been reduced.
- To Do:
 - Review of plantings, sod in the spring season and replace where necessary.
 - Apply asphalt sealant to all areas of the trail where work took place.

MANAGEMENT COMPANY PROPOSALS

- Discussion on the management company proposal and contract.

SOCIAL COMMITTEE

- Halloween parade went well with many families attending.

COMMUNICATIONS UPDATE

- New website is being worked on.

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.

Votes

Motion	For	Against	Abstain
Motion to approve minutes from 10/24 meeting.	SD, CdP, LC, NS, PW		
Motion to finalize the contract with Vista Management Company, contingent upon the addition of the 30-day with cause termination clause, per governing documents. Also contingent on HOA insurance premiums not increasing by more than 20% on 2019 costs.	LC, SD, PW, CdP, NS, ET (via Phone)	DF	
Motion to approve these minutes as a true and accurate record of proceedings.	ALL		

Next Meeting

Date: Thursday December 12th, 2019

Time: 7:00-9:00 PM

Location: Nancy Dacek North Potomac Community Center