

Board Meeting Minutes

July 27, 2023 / 7:00 PM / VIRTUAL MEETING

Attendees

Name	Role	Initials	Attendance
Neil Smith	President	NS	Present
Subhasis Datta	Vice President	SD	Absent
Paul Witting	Treasurer	PW	Present
Mike Wolmetz	Secretary	MW	Present
Lee Bakalar	Board Member at Large	LB	Present
Scott Wertlieb	Vista Management (VM)	SW	Present
Kevin Kapp	Vista Management	KK	Present
Homeowner Attendees: Kathy P			

Annotated Agenda

Opening

- **Intro:**
 - No Open Agenda Items from Community
- **Vista Management Updates:**
 - Finance
 - Dues - all paid. Board rejected the request of a homeowner to waive the legal fees and late fees associated with their payment. Ron Bolt will follow up.
 - Accounts & Expenditure - finances shared with Board
 - Savings Account Research - no update from PW, will attend to this month.
 - AECC
 - Home Improvement Letters - Vista has reviewed with the AECC; strong completion from homeowners. 20 new letters were sent after Spring inspection in May - most are siding cleaning requests. This is a much reduced number compared to when these first started.
 - White Fence on DMR - much improved; Vista to reach out to ensure all repairs have been made per AECC direction.
 - Porta-Potty: no update from homeowner; AECC to follow up
 - Other
 - Other
 - Correspondences

- NP Security Corps - PW to reach out to investigate. NS to share with the Board with regards to sharing on the website or via a newsletter.

- Inflight List:

#Area	Status	Activity	Owner
Other ▾	In Progress ▾	Townhome EV Charging Workgroup <ul style="list-style-type: none"> • Workgroup updates • Neighbor Community - NS shared information from Potomac Farms community along with potential next steps for investigating plats 	LB
Maintenance ▾	In Progress ▾	Dufief Mill Road Clean-Up <ul style="list-style-type: none"> • Tree replacement - KK to schedule county meeting 	VM
Other ▾	In Progress ▾	MoCo Stream/Bridge Restoration <ul style="list-style-type: none"> • Awaiting permits, signs posted at trail entry - estimated October 2023 work start date 	VM
Social ▾	New ▾	Neighboring HOA Partnerships <ul style="list-style-type: none"> • Westleigh Community BBQ - NS to request further information. 	NS

Completed Within The Month

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Parking Lot

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Closing

- Review of Meeting Minutes and Board Vote to Approve Minutes
- Meeting Closeout

Backlog

- Tot-Lot: Replace/repair?
- Basketball Court: Repurpose?

Votes

Motion	For	Against	Abstain
Approve Minutes for the July 27th meeting	4	0	0

Action Items

Activity	Owner	Action
Check county records	GE	Check county records on townhome parking lot property ownership
Savings account research	PW	Investigate the possibility of transferring funds to higher interest bearing account
Google drive account permissions	NS	Investigate and address PW access issue

Key Artifacts





Unidentified Office Location.