

MINUTES OF THE DIRECTORS OF  
THE WARFIELDS II HOMEOWNERS ASSOCIATION, INC.

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Pursuant to waiver of notice (copies of which are attached), a working meeting of the Directors of the above corporation was held on May 22<sup>th</sup> 2013 at 7:30 PM at 14846 Michele Dr. Glenelg, MD.

The purpose of the meeting: status and resolutions of the approved actions by last week's board meeting.

I. QUORUM. A quorum was declared present based on the presence of the following Directors: Scott J Wiesenberger (HOA President), Ron Wilcom (HOA Treasurer), Li Amy Liao (HOA Vice President/Secretary)

The following corporate actions were taken by appropriate motions duly made, seconded, and adopted by the majority vote of the Directors entitled to vote.

## II.REPORTS/APPROVALS

- Approved the meeting minutes dated 05/15/2013.
- Approved the final version of the transition letter to home owners. High light: announcement of the new ARC process including fee elimination. Detail of the letter is documented.
- Approved the final version of the Warfields II HOA ARC application form
- Voted and approved to hire Tidewater Property Management for their Financial Management Service for a monthly fee of \$250.00. This is by far the lowest price
- Voted and approved to hire ATT/PLS (All the Trimmings Premier Lawn & Landscape Service) for the upkeep of the HOA common areas. The deal is estimated roughly 1200.00 per month for a maximum of 8 month a year. This is again the best bid and low price was made possible by varying the mowing frequencies of different areas ( some weekly and some 10 days)
- Resolved one complaint about a contractor blocking the road and approached 2 homes whose backyard improvements needed modification in order comply with the ARC guidelines
- Ron and Scott opened a PNC account and deposited the inherited HOA funds, normal treasury activities have started.
- Received a surprise "Bad Standing" notice for Warfields II HOA, Inc from PNC Bank due to fact that State of Maryland Tax Department does not have the HOA's "2013 Personal Property Return" form

## III. FINANCIALS

Treasurer Ron Wilcom sorted through the vast documents, consolidated the billing, revenue and expenses and drafted a well-balanced budget sheet for the remainder of 2013 and preliminary budget outlook for 2014. The board is confident at this point that the HOA is solvent.

#### IV. ACTIONS

It is agreed and approved that HOA purchase a good quality printer. Scott will look into the details.

Li will send out emails to the known homeowner's email addresses attaching the "Transition Letter for homeowner" and the new ARC form. Li will also make hard copies of the 2 documents and mail them to all homeowners before May 24, 2013.

Ron will finalize the negotiation with Tidewater for the detailed terms and conditions for the Financial Management Service. Ron will also finalize the negotiation with ATT/PLS for the detailed terms and conditions. Ron is working with Rudy Schmid (Previous HOA accountant) to resolve the "bad standing" issue.

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Li Amy Liao

Secretary