

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

Pursuant to waiver of notice (copies of which are attached), a working meeting of the Directors of the above corporation was held on May 29th 2013 at 8:00 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 05/22/2013.
- Transition Letters to home owners (on the HOA's new P.O address, new email address, new ARC process and the new ARC application form) have been sent out
- Talked about insurance coverage for the HOA, agreed to seek additional liability coverage for the board of directors at some affordable fee, maybe from the same company – Tidewater
- Matters to clarify with Howard County:
 - Warfields graveyard, the HOA should not be responsible for its upkeep
 - Storm water pond retaining static water, does it comply with the County's civil engineering guideline?
 - Correcting Michele Drive sign which says "Michele Rd"
- ATT/PLS started the lawn mowing for the common areas, generally satisfactory, some missed areas, Ron will notify them.
- Signed contract with Tidewater. Its Financial Management Service for Warfields II HOA will officially start on June 1, 2013. Treasurer Ron will start the transition process.
- Responses to home owner's ARC related emails: all retroactive ARC applications will be reviewed after the end of the amnesty period (July 1st).
- Agreed to follow up on a home owner's reference and potentially hire an attorney specializing on HOA (Covenant interpretation, by-law change, etc.) with a flat fee

III. FINANCIALS

Treasurer Ron Wilcom updated the 2013 budget after adjusting some of the (Previous HOA) 2012 expenses amortized against 2013's budget.

Treasurer reports there are a number of home owners are overdue on their HOA due account. A notice will be sent to urge home owners to get their accounts up to date before turning over the management to Tidewater to avoid interest charges.

IV. ACTIONS

Scott will follow up with Howard County for the 3 above-mentioned matters: graveyard, storm water pond and street sign.

Scott will follow up on home owner David Bernsohn's attorney references.

Scott will finalize the purchase of the printer for HOA office use.

Ron will notice ATT/PLS on missed common area mowing.

Ron will start financial records, bank account, and budget/balance sheet transition process to Tidewater.

Ron will send a written notice to home owners who are overdue on their HOA due accounts.

Li will continuously monitor the HOA email account, acknowledging the board's receives of home owner's emails in a timely manner.

Li will get consensus (after reviewing with the board) before answering specific questions from home owners.

Li will build FAQ list and standard answers to these FAQ. Once the HOA has an Website, the FAQ List will be posted online.

Li Amy Liao

Secretary