

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 November 26, 2013 at 8:00 PM at 14846 Michele Dr. Glenelg, MD.

The purpose of the meeting: November Normal HOA Items.

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

- Approval of the meeting minutes dated 10/16/2013
- New insurance policy through Tidewater will be effective starting January 2014. The new policy will cost about \$1000 per year (saving \$500.00 a year from current policy) and has better coverage including D&O. Any extra coverage beyond the basics will be waived
- Approval of Tidewater's proposal of using a third party, Strauss & Associates, for tax services with the fee of \$575
- Black fence issue has approached the conclusion, started legal document notarization process, still need to coordinate for all the involved households to complete the signing and notarization
- Street lighting and other safety options survey has been sent out. Consulted the HOA attorney on the financing modes

## III. FINANCIALS

- Treasurer Ron presented the balance sheet as the close of the month of October 2013. All delinquent accounts have been followed up and collected. As of now, the HOA has no delinquent accounts!
- Working on the budget estimates for the common drive way snow removal, since this is the first year the HOA handles this, a lot of factors can play into the final cost
- Consulted the HOA attorney about the budget approval process. According to the attorney, our by-law does not mandate a full member approval for the yearly budget.

The HOA board will draft a budget for next year, 2014, by December 15, and will publish to the HOA website

- The HOA account reserve is up from the beginning of new HOA's taking over (\$32583.00 in May 2013 to November's \$47308.00) due to increased assets and lower expenses from multiple items, many of them are better quotes and bargains for neighborhood services

#### IV. ACTIONS

- Will send notices to 2 households still having un-authorized sheds, giving them more opportunities to correct the actions and communicating a fine consequence if no action is taken
- The HOA wants to have a complete neutral winter decoration for the neighborhood. Will coordinate with the social committee on the budget and will make a decision if it is too late for any decorations this year

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Li Amy Liao

Secretary