



The Warfields II HOA
P.O. Box 314
Glenelg, MD 21737

Warfields II HOA – Board of Directors Meeting
April 29, 2015 8:00 PM
Meeting Minutes

Pursuant to waiver of notice (copies of which are attached), a meeting of the Directors of the above corporation was held on April 29, 2015 at 8:00 PM at 14396 Triadelphia Road in Glenelg, MD.

Meeting Purpose: Prepare for Annual All-Member HOA Meeting

Call to Order (8:00 PM)

A quorum was declared based on the presence of the following members of the HOA Board of Directors: Scott Wiesenberger (President), Ron Wilcom (Treasurer), and Jeremy Nieporent (Vice President/Secretary).

Reports / Approvals

- Approved minutes of the monthly Board of Directors meetings held November 13th and December 18th, 2014.
- Annual all-member HOA meeting will be held Wednesday May 20th, 2015 from 7-9 PM at the Dayton Oaks Elementary School media center.
 - Board is putting together an agenda and presentation for the meeting, and will send an email to the neighborhood and committee chairs to solicit additional topics for discussion.
 - Primary topic will be the election of a new Board member to replace Ron Wilcom, whose two-year term as Treasurer will end in May. Board is seeking candidates for this position, as well as for a new landscaping chairman to replace Kevin Ciambuschini (Kevin will be moving out of the neighborhood).
- LED light bulbs were installed at the Dalhart Road entrance signs in an effort to reduce electricity costs. Board will continue to monitor usage, as the costs did not drop as much as anticipated.
- Board sent spring letter to the community via email (and US mail to the few homeowners who will not provide their email addresses).
- Board sent HOA welcome letters to three new homeowners in the neighborhood (one on Lear Court and two on Howard Road).
- Renewed the HOA P.O Box for one year (\$58).
- Renewed HOA insurance with Erie for one year (\$975).
- The HOA Board can petition Howard County in the fall to see if the yellow poles marking access paths to the drainage ponds could be painted a color less contrasting with the environment.
- Board is tabling the installation of entranceway pillars on Howard Road until contacted by the homeowners.

Financials

- Ron Wilcom (Treasurer) presented the balance sheet for the month of March 2014 (posted on the website); all expenses are tracking within budget.
 - Current HOA Assets: \$56,867.96 (as of end of March).
 - Balance sheet includes expenses for the final snow removal bill for the year (\$645).
 - Board still needs to transfer reserve funds at PNC Bank to higher interest bearing accounts (money market or CD).
- Board followed up with three homeowners delinquent on their HOA dues via certified mail in accordance with the HOA Collection Policy. Two of the owners subsequently paid, but the third will be sent to collections if account not brought up-to-date by end of 90-day period.
- Strauss and Associates (through Tidewater) completed the 2014 HOA tax returns (personal property and income tax) at a cost of \$575.

Landscaping

- Board finalized the landscape contract with All the Trimmings Lawn and Landscape. The HOA budgeted \$14,000 for landscaping expenses for 2015.
- Board is looking for a new Landscape Committee Chair to replace Kevin Ciambuschini, who will be moving out of the neighborhood. As a result, the graveyard fence repair project has been put on hold until a replacement can be found, or someone else volunteers to head up a team to address the issue.
- HOA will be responsible for mowing around an additional storm water management pond once the Lear Court houses have been completed.
- HOA will delay the removal of stakes around trees in the neighborhood until the summer in order to take advantage of discounted labor rates provided by our landscaping contractor.

Architectural Review Committee

- Five ARC requests were approved since the last Board of Directors meeting. Requests were for a deck, hot tub, basketball hoop, tree, and a pool/patio/fence installation.

Actions

- Complete preparations for the all-member HOA meeting in May.
 - Send email to neighborhood and committee chairs asking for topics.
 - Complete agenda and presentation.
 - Contact Tidewater to get official ballots for the board member election.
- Transition financial documents from Ron to Jeremy. Also, change name on HOA bank accounts and PO Box from Ron to Jeremy.
- Post memorandum from the HOA attorney concerning the Howard Road shared driveway topcoat issue to the HOA website.
- Ask Tidewater the process for how they issue a resale certificate in the event that a homeowner has outstanding ARC violations.

- Repair broken solar light at the entrance to the Triadelphia Road shared driveway.
- Investigate how to get several unsightly posts and wires that are sticking out of the ground and appear to be unused removed from the neighborhood. These are located near the bus stop bad at the top of Michele Drive as well as around the cul-de-sac.
- Investigate alternative financial management companies to replace Tidewater. While Tidewater has improved, there are still a number of unsatisfactory issues.
- Obtain contractor quotes for removing the numerous tree stakes that remain in the community. Also contact the county to see if the reforestation areas can be improved, specifically with mowing and the replacement of dead trees.
- Open higher interest-bearing account for reserve funds at PNC bank.
- Update neighborhood map on HOA website to reflect new Lear Court and Howard Road houses.

Meeting adjourned (9:50 PM)