



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

Warfields II HOA – Board of Directors Meeting
December 22, 2016 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 December 22, 2016 at 8:00 PM at 3900 Ten Oaks Rd, in Glenelg, MD.

Meeting Purpose: Board of Directors Meeting

Call to Order (8:10 PM)

A quorum was declared based on the presence of the following members of the HOA Board of Directors: Matt Paper (President), Lauren Novotny (Vice President/Secretary), and Jeremy Nieporent (Treasurer).

Reports / Approvals

- Approved minutes of the Board of Directors meeting held on November 3, 2016.
- Board discussed potential options to bring all preservation areas up to Howard County regulations. Compared proposals from two companies, All The Trimmings and Mead Tree and Turf Care.
- Board agreed to use the same snow removal company (Clifford P. Smith, Smith Landworks) that was used in previous years.
- Board discussed the failing solar lamps on the Triadelphia Road shared driveway (lots 1-5). The Board agreed to replace the lamps and will work with a homeowner to get quotes.

Financials

- Jeremy Nieporent (Treasurer) presented the balance sheet for the month of October 2016 (posted on the website); all expenses are tracking within or below budget.
 - Current HOA Assets: \$80,317.29 (as of end of October).
 - Continued monthly transfers to the HOA reserve account to get higher interest on funds.
 - Currently three homeowners have not yet paid their fourth quarter HOA dues.
- Treasurer presented proposed budget for 2017. Although the budget allocates more money for snow removal and landscaping, no increase in HOA dues is required. Board will determine a meeting date and time to officially approve the budget after providing the HOA community with time to review it.
- Board discussed having a reserve study conducted to determine how much money the HOA needs to keep in the reserves. Board will solicit quotes for the reserve study in the spring.

Landscaping

- Board invited the landscape chair (Scott Wiesenberger) to the meeting to discuss 2017 landscaping plans. Board will coordinate with Scott to find a contractor to plant flowers in the entranceway beds in the spring.
- Board has received a quote from the HOA landscaper to improve the graveyard area by removing the fence and planting screening trees, but has decided to wait until the condition of the preservation areas has been addressed prior to starting this project.
- Board plans to send out a lawn maintenance reminder in the early spring in an attempt to get some homeowners to take better care of their lawns.

Architectural Review Committee

- There have not been any ARC requests approved since the last Board of Directors meeting.

Actions

- Plan a date/time/location for the next meeting to approve the 2017 HOA budget.
- Continue working with the HOA attorney and certified arborist to ensure that the reforestation areas are in compliance with County regulations and can be turned over to the HOA for long-term maintenance.
- Determine a long-term, low-cost solution for maintaining the graveyard area.
- Get quotes for a reserve study to determine how much money needs to be kept in the HOA reserve accounts.
- Get quotes for replacement of the solar lights at the entrance to the Triadelphia Road shared driveway.
- Prepare neighborhood letter for distribution in the spring to address general landscaping issues.
- Send certified letters to the homeowners on the four shared driveways in the neighborhood to ensure that they are aware that while the HOA is responsible for plowing the driveways, driveway maintenance is entirely the responsibility of the homeowners.
- Consider opening higher interest-bearing account for reserve funds at PNC bank.
- Change the names on the HOA bank account and PO Box from Scott and Raju to Matt and Lauren.

Meeting adjourned (9:33 PM)