



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

Warfields II HOA – Board of Directors Meeting
December 28, 2020 8:30 PM
Meeting Minutes

Pursuant to waiver of notice, a meeting of the Directors of the above corporation was held December 28, 2020 at 8:30 PM via Zoom.

Meeting Purpose: Board of Directors Meeting

Call to Order (8:36 PM)

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

Reports / Approvals

- Due to the Covid-19 pandemic, the Board has not been able to meet in person since 2019. In addition, the annual all-member meeting was not held in 2020, and as a result there were no Board elections.
 - Board discussed how to handle transition to new members, since Jeremy's term expired in 2020 and Rikah's term ends in 2021. Jeremy agreed to serve into 2021, and Rikah will draft an email to send to the neighborhood to solicit interest in joining the Board. Board will determine path forward based on response to email.
- Board needs to repair the fence along Triadelphia Road that was damaged by the tornado in May 2019; however, to date the Board has not been able to find replacement parts.
- Board will continue to use Clifford Smith for snow removal services; Ron Wilcom agreed to once again serve as the liaison to the contractor.
- Currently there are two homes for sale in the HOA (one on Lear Court, and one on Michele Drive). Board sent an HOA welcome letter to the new homeowner who recently moved onto Triadelphia Road.
- Renewed warfields2hoa.com website domain name for 5 years.
- Renewed HOA insurance with Erie for one year (\$975).

Financials

- Jeremy Nieporent (Treasurer) presented the balance sheet for the month of November (posted on the website); all expenses are tracking within or below budget (snow removal costs were well below previous years in 2020).
 - HOA Assets: \$112,436.62 (as of end of November).
 - Board needs to determine a course of action to collect payment from a homeowner who was delinquent on several dues payments but sold their home and moved out of the neighborhood. This should have been prevented by the title company at closing, but in the future the HOA will

be more diligent about sending delinquent homeowners to collections. Tidewater had been lenient in enforcing the collections policy due to financial hardships caused by Covid-19.

- Proposed budget for 2021 is similar to the 2020 budget, with the exception that the legal line was reduced from \$4000 to \$1000 since it is not anticipated that there will be much in the way of legal expenses in 2021; savings will go into reserve funds.
- Board complained to Tidewater about the poor service being received from the financial manager, as emails routinely required multiple follow ups and bills were being paid late. In response, Tidewater provided HOA with a new contact.
- Tidewater moved operating account from Union Bank to Pacific Premier Bank.
- Strauss and Associates completed the HOA taxes (state, federal and personal property tax returns).
- Renewed expired CD (in March) at Sona bank for another 12 months at a 1.97% rate.

Landscaping

- Board renewed All the Trimmings to perform landscape services for 2021.
 - In 2020 (and moving forward), the Board realized savings in mowing costs by removing several areas from the contract that should not have been included as part of HOA common grounds. One was a strip of land along Michele Drive that was actually part of a homeowner lot, and the other was along the black fences on several Triadelphia Road properties where the HOA used to have easements (the easements were returned to the property owners in 2014).
- Board had All the Trimmings mow the three smaller reforestation areas located throughout the HOA (the larger area was left undisturbed).

Architectural Review Committee

- ARC requests for the following projects have been approved since the last Board of Directors meeting:
 - Front porch
 - Pool, pool house, and aluminum fence
 - Deck and patio
 - Deck, swim spa, and hot tub
 - Replacement of damaged roof shingles, siding, and shutters
 - Aluminum fence
 - Vinyl fence
 - Shed and playset
 - Playset (2)
 - Locking mailbox
 - Approval contingent on appearance of mailbox being consistent with existing mailboxes in neighborhood
 - Landscaping
 - Basketball hoop

Social Committee

- Social Committee chair informed Board that she was stepping down, but would ask the other committee members if they would be willing to take over the role.
- Picnic in October 2019 cancelled due to low response rate, and no social events were planned in 2020 due to Covid-19.

Actions

- Send email to neighborhood to solicit candidates for the HOA Board.
- Repair fence along Triadelphia Road that was damaged by the May 2019 tornado.
- Replace several dead trees around the perimeter of the Dalhart Road stormwater management pond; consider additional tree plantings in the preservation areas.
- Power wash the Dalhart Road entrance signs; selected contractor will need to be able to provide their own water source.
- Repair/replace at least two of the lights at the Dalhart Road entranceway.

Meeting adjourned (10:00 PM)