



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

Warfields II HOA – All-Member Meeting
July 24, 2019 7:30 PM
Meeting Minutes

Pursuant to an all-member notice, a full-member meeting of the Warfields II HOA was held on July 24, 2019 at 7:30 PM at Glenwood Branch Library at 2350 Rt. 97, Cooksville, MD 21723.

Call to Order (7:39 PM)

The meeting was called to order based on the attendance of the following members of the HOA Board of Directors: Matt Paper (President), Rikah Grijalva (Vice President/Secretary), and Jeremy Nieporent (Treasurer).

Financials

- Jeremy Nieporent (Treasurer) provided an overview of the financial services provided by Tidewater Property Management.
 - All residents are encouraged to sign up for e-statements, as that saves the HOA money in the cost of mailing out statements.
- Jeremy went over the 2019 budget. The largest expense category (by a significant amount) is landscaping, followed by snow removal on the shared driveways.
 - A similar budget can be expected for 2020. The only cost that may increase is snow removal. Board noted that if the HOA spends more than the budgeted amount, the declaration of covenants stipulates that the HOA *may* charge the shared driveway homeowners 80% of the overage with the remaining 20% charged to the rest of the homeowners.
- Jeremy reviewed the HOA assets. The HOA has run a surplus every year; however, savings have leveled off somewhat as expenses have increased.
 - Current HOA Assets: \$92,470.33 (as of end of June). Latest financials are always available on the HOA website.
 - HOA contracted Becht Engineering to conduct professional reserve study to determine how much money should be saved in reserve funds and to help guide future budgeting decisions.
 - Based on the study, HOA reserve funds are adequately being set aside to cover the capital replacement costs, the bulk of which are allocated to replace the perimeter black fence.
- Jeremy reviewed the HOA collection policy, which is enforced by Tidewater.

Review of Old Business

Board reviewed the various accomplishments and noteworthy items of the past year:

- **Landscaping-** The Board contracted All the Trimmings to provide routine mowing of the common areas, lawn treatments, and entranceway landscaping.
 - The Board reminded residents to maintain their yards all the way up to the street, which includes mowing drainage ditches, controlling weeds, and maintaining mulch beds around trees.
- **Preservation Areas-** HOA is responsible for maintaining four preservation areas, the three smallest of which are cut at least once per year.
 - By mowing the preservation areas, the Board was able to resolve a state violation for having invasive weeds growing in at least one of the areas.
- **Upcoming Projects**
 - The HOA is jointly responsible for stormwater pond maintenance with Howard County. As part of these responsibilities, Board needs to have the vegetation growing out of the rip rap and cement structures removed.
 - Stakes need to be removed from the 15 trees that were planted in 2017 to replace dead trees in the common areas.
 - The HOA will investigate how to repair the fence along Triadelphia Road that was damaged by the tornado in May.
- **Shared Driveway Responsibilities-** The Board emphasized that while the HOA is responsible for plowing snow from the shared driveways (specified on the map on the HOA homepage), driveway maintenance is entirely the responsibility of the homeowners.
 - Emails and certified letters were sent to all affected homeowners to ensure awareness of responsibilities.

Architecture Review Committee (ARC) Report

The Board reminded homeowners that HOA bylaws mandate that prior ARC approval be received before starting a project that changes the exterior of a home. The following 10 ARC requests were approved in the past year:

- | | |
|------------------------|---------------------------------------|
| • Deck (2) | • Pool |
| • Deck/Screened Porch | • Pool Hardscape |
| • Patio | • Painting of Front Door and Shutters |
| • Patio/Retaining Wall | • Apiary |
| • Shed | |

Social Committee Report

- Not sure if HOA will have an annual picnic this year; Board is looking for volunteers in the event that the current Chair is not able to organize it this year.

Communications Committee Report

The following reminders were made:

- The HOA website is www.warfields2hoa.com
 - The meeting minutes and financials require a username and password. Please let the board know if you need that information.
 - Board renewed the website for an additional two years.

- To contact the board please email warfields2hoa@gmail.com.
- The Warfields 2 Google Group is not HOA sponsored

New Business / Membership Forum

- **Recycling-** Howard County will no longer accept plastic bags in recycling bins; all materials must be deposited directly into the bin.
- **Howard Road Safety Improvements-** No additional information available at this time, but it appears that there is a line item in the FY2020 Howard County budget for a project to improve the safety of Howard Road north of Big Branch Drive.

Election of New Board Member

- One Board member position is up for election, as Matthew Paper has completed his term as President. Board thanked Matt for his three years of service to the community.
- Per the HOA bylaws, 1/10 of all HOA members need to be present in order to hold a valid election. With 77 homeowners, eight members are required. This “election quorum” was established by the attendance of 9 homeowners.
- Board requested nominations for the open position. Since no one volunteered, Matt agreed to remain on as President for another three-year term. The HOA membership in attendance approved the purchase of a \$100 restaurant gift certificate for Matt to thank him for his completed three-year term.

Meeting adjourned (8:34 PM)