



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

**Warfields II HOA – Board of Directors Meeting**  
June 12, 2018 8:00 PM  
Meeting Minutes

Pursuant to waiver of notice, a meeting of the Directors of the above corporation was held on June 12, 2018 at 8:00 PM at 3900 Ten Oaks Road in Glenelg, MD.

**Meeting Purpose:** Board of Directors Meeting

**Call to Order (8:15 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**

- Approved minutes of the all-member HOA meeting held on May 16, 2018.
- Approved minutes of the Board of Directors meeting held on May 16, 2018. The purpose of this meeting was to certify the election of Rikah Grijalva to the Board.
- The Board went over each member's roles and responsibilities, and established the following HOA positions for the coming year:
  - Matt Paper- President
  - Rikah Grijalva- Vice President/Secretary
  - Jeremy Nieporent- Treasurer
- Board discussed concerns with the bylaws, which are dated and contain inconsistencies and ambiguities (particularly in the areas of responsibilities for snow removal and shared driveway maintenance).
  - Board still needs to send certified letters to homeowners on the four shared driveways to reiterate that while the HOA is responsible for snow removal, shared driveway maintenance is entirely the responsibility of the homeowners.
- Several homeowners complained at the all-member HOA meeting about lawns and mulch beds full of weeds near the community entranceway on Dalhart Road. The Board needs to follow-up with these homeowners to address the maintenance issues.
- A homeowner complained at the all-member meeting about excessive lighting at the Dalhart Road entranceway.
  - Because only a single resident complained, Board decided that no action would be taken at this time.
- A homeowner complained at the all-member meeting about the wires sticking out of the pillars at the entrance to the Warfield farm.
  - Board will reassess this issue in January 2019 to see if communication with the Warfield family is necessary.

## **Financials**

- Jeremy Nieporent (Treasurer) presented the balance sheet for the month of April (posted on the website); all expenses are tracking within or below budget.
  - Current HOA Assets: \$87,679.83 (as of end of April).
  - Balance sheet includes initial landscaping costs for the year.
- There is currently one homeowner who has not yet paid their second quarter HOA dues.
- Board signed a contract with Becht Engineering to conduct a reserve study for the HOA. Board needs to contact Becht to schedule the onsite inspection.

## **Landscaping**

- There is one dead tree on HOA property located on the perimeter of the Dalhart Road storm water management pond. Board will contact a company in the fall to have it replaced.

## **Architectural Review Committee**

- One ARC request has been approved since the last Board of Directors meeting (for a deck).

## **Actions**

- Contact Becht Engineering to schedule the onsite inspection for the reserve study.
- Send letters to several homes near the Dalhart Road entranceway that have unkempt yards and weeds growing in their mulch beds in an effort to get them to address the maintenance issues.
- Send certified letters to homeowners on the shared driveways to inform them of their responsibilities to perform driveway maintenance.
- Contract All the Trimmings to mow the three smaller preservation areas (the fourth and largest preservation area will not be mowed).
- Continue investigating the feasibility of amending or replacing the HOA bylaws to clear up the inconsistencies and ambiguities in the documents.
- Contact Ujjual Bhatnagar (Social Committee Chairperson) about plans for organizing this year's HOA summer picnic.

**Meeting adjourned (9:32 PM)**