



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

Warfields II HOA – Board of Directors Meeting
June 13, 2019 8:30 PM
Meeting Minutes

Pursuant to waiver of notice, a meeting of the Directors of the above corporation was held June 13, 2019 at 8:30 PM at 3900 Ten Oaks Road in Glenelg, MD.

Meeting Purpose: Board of Directors Meeting

Call to Order (8:56 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 Nieperent (Treasurer).

Reports / Approvals

- Approved minutes of the Board meeting held on January 22, 2019 to vote on the 2019 HOA budget.
- Board needs to schedule, reserve a room, and prepare a presentation for the annual all-member meeting.
- Board needs to determine how to repair the black fence along Triadelphia Road that was damaged by the recent tornado.
 - Board will first reach out to All the Trimmings to see if they can repair it.
- In November, Board sent emails and certified letters to all homeowners who are served by one of the four shared driveways in the HOA. The letters were sent to ensure that those homeowners are aware of their responsibilities (as outlined in the Declaration of Maintenance documents) for maintaining the shared driveways.
 - Though not all of the certified letters were signed for by the homeowners, between letters, emails, and announcements at all-member meetings, the HOA has provided ample notice to these homeowners of their maintenance responsibilities.
 - Board contacted NV Homes on behalf of the Howard Road shared driveway homeowners regarding their contention that a topcoat was never applied to the driveway. NV claims that a topcoat was indeed applied, so Board has left it up to the homeowners if they desire to pursue the matter any further with NV.
- Board received a complaint from Mr. Warfield about a car parked on Lear Court near the entrance to his driveway.
 - Issue was resolved between the homeowner and Mrs. Warfield.
- Renewed HOA insurance with Erie for one year (\$975).
- Renewed P.O Box for one year (\$64).

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.
 - HOA Assets: \$97,278.96 (as of end of April).
- Received finalized reserve study from Becht Engineering. HOA reserve funds are currently being set aside at the rate required to cover capital replacement costs, the bulk of which are allocated to replace the perimeter black fence.
- Renewed agreement with Tidewater to provide financial management services for the HOA. Tidewater changed the fee structure such that the HOA can realize modest savings by having members sign up for e-statements.
- Strauss and Associates completed the HOA taxes (state, federal and personal property tax returns).
- Renewed expiring CD at Sona bank for another 12 months at a 2.30% rate.

Landscaping

- Board renewed All the Trimmings to perform landscape services for 2019.
- Board needs to get quotes and have work performed for several landscaping projects (see "Actions" section below).

Architectural Review Committee

- ARC requests for the following projects have been approved since the last Board of Directors meeting:
 - Patio / Retaining wall
 - Screened-in porch
 - Pool hardscape

Actions

- Schedule, reserve a room, and prepare a presentation for the annual all-member meeting.
 - Board will look into reserving a room at the Glenwood Public Library for the all-member meeting to be held in late July. The room will be reserved from 7:30 to 9:30 PM.
 - Board will put together agenda and presentation.
 - Board will announce that it is seeking candidates to replace expiring three-year term of Matt Paper.
- Board will inform four homeowners with black fences along Triadelphia Road that the HOA will not mow around these fences in the future since the HOA no longer has easements on these properties (the easements were returned to the homeowners in 2014).
- Complete the following landscape projects:
 - Mow the three smaller reforestation areas located throughout the HOA (the larger area will remain undisturbed).
 - Perform maintenance around the four storm water management ponds to remove trees growing out of the cement structures.

- Replace (at least) three dead trees around the perimeter of the Dalhart Road stormwater management pond; consider planting additional trees in the preservation areas.
- Power wash the Dalhart Road entrance signs. Board will need to select a company that can provide their own water source.
- Repair/replace at least two of the lights at the Dalhart Road entranceway.
- Remove stakes from the 15 trees planted in 2017.

Meeting adjourned (10:00 PM)