



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

**Warfields II HOA – All-Member Meeting**  
June 2, 2016 7:00 PM  
Meeting Minutes

Pursuant to an all-member notice, a full-member meeting of the Warfields II HOA was held on June 2, 2016 at 7:00 PM at the Folly Quarter Middle School cafeteria in Ellicott City, MD.

**Call to Order (7:00 PM)**

The meeting was called to order based on the attendance of the following members of the HOA Board of Directors: Scott Wiesenberger (President), Jeremy Nieporent (Treasurer), and Raju Konduru (Vice President/Secretary).

**Election of New Board Members**

- This year, there are two open Board member positions: Scott Wiesenberger has completed his three-year term as President and Raju Konduru is stepping down after serving one year as Vice-President / Secretary.
  - In order to keep the position openings staggered, one director will be elected to a three-year term and one will be elected to serve the remaining two years of Raju's term.
- Per the HOA bylaws, 1/10<sup>th</sup> of all HOA members need to be present in order to have a valid election. With 77 homeowners, 8 members are required. This "election quorum" was established with the attendance of 12 homeowners.
- Board went over the roles and responsibilities of serving on the board and requested nominations for the open positions. Matt Paper from Howard Road and Lauren Novotny from Lear Court volunteered and were unanimously elected.
- Board thanked Scott and Raju for their service to the community and presented them with certificates of appreciation. As a thank-you token, members voted to approve a motion for a \$100 restaurant gift certificate to Scott for three years of service to the neighborhood.

**Financials**

- Jeremy Nieporent (Treasurer) reviewed the 2016 HOA budget and presented the balance sheet for the month of April (posted on the website); all expenses are tracking within budget.
  - Current HOA Assets: \$74,642.26 (as of end of April).
  - Several years of positive cash flow may enable Board to lower dues next year; however, since construction of the final houses in the HOA was just completed this year, Board will reevaluate at end of year.
- Jeremy reviewed the HOA collection policy. Currently, there are two homeowners who have not yet paid their 2<sup>nd</sup> quarter dues.

## Review of Old Business

Board reviewed the various accomplishments and highlights of the past year:

- **Warfields II HOA Construction Complete-** All construction in the neighborhood is complete; the six new homes on Lear Court and two new homes on Howard Road are now part of the HOA. Neighborhood maps on the HOA website have been updated to reflect these new homes.
- **Michele Drive Sign-** Board contacted County and had them change the street sign near the entrance from “Michele Road” to “Michele Drive.”
- **HOA Common-in-Use Driveway Responsibilities-** Board discussed common-in-use (shared) driveway responsibilities. After doing some research, Board determined that the HOA is responsible for snowplowing the two shared driveways off the Michele Drive cul-de-sac (previously HOA was only plowing the shared driveways on Triadelphia and Howard Roads). Board noted, however, that the homeowners on all of these driveways – and not the HOA - are entirely responsible for driveway maintenance (memorandum to this effect from the HOA attorney is available on the HOA website).
- **Unightly Cables and Posts-** Board had NVHomes and Verizon remove a number of metal posts and unconnected cables from throughout the neighborhood.
- **Graveyard Fence Repair-** The graveyard fence is broken in many places and the graveyard itself is in a state of disrepair. Board had All The Trimmings clean up the area and is in the process of having the fence removed and trees planted to screen the area from homeowners. This should provide a long-term solution with minimal maintenance costs to the HOA.
- **Entranceway Lighting-** Board replaced all remaining incandescent lights at the Dalhart Road entranceway walls with LED bulbs. HOA has already realized significant cost savings from installing LED bulbs earlier in the year.

## Committee Reports and Chairperson Appointments

- **Architecture Review Committee (ARC)**
  - HOA Board of Directors serves as the architectural review committee.
  - 19 ARC requests were approved in the past year
    - Decks (7)
    - Patios (3)
    - Solar Panels (2)
    - Sheds (2)
    - Play sets (2)
    - Fence
    - Generator
    - Basketball Hoop

- **Social Committee**
  - Annual HOA picnic was held in September at Alpha Ridge Park and was well attended by the community.
  - Board thanked Social Committee chair Ujjual Bhatnagar and the rest of the Social Committee for organizing the event.
  
- **Landscaping Committee**
  - Board finalized contract with All the Trimmings Lawn and Landscape to provide landscaping services for 2016.
  - The Board is seeking a volunteer to serve as Chairperson of the landscaping committee. Board noted that it will be difficult to undertake any new landscaping projects without the assistance of a landscaping chair. Scott Wiesenberger volunteered to serve in this position.
  - All the Trimmings completed the removal of the remaining stakes from trees in common areas and HOA easements throughout the neighborhood.
  
- **Communications Committee**
  - Board noted the HOA website location ([www.warfields2hoa.com](http://www.warfields2hoa.com)). Login information for areas requiring a password is available upon request.

#### **New Business**

- **Howard Road Safety-** A Howard Road homeowner inquired about HOA approval for a mirror across from the Howard Road shared driveway in order to improve safety due to poor sightlines and speeding drivers. The homeowner is still investigating options and will get back to the Board once a more concrete proposal is available.
  
- **Lawn Maintenance and Pet Waste Cleanup-** Several homeowners brought up the issue of houses with unkempt lawns and tree mulch beds at the entrance to the neighborhood. Also, an issue was raised with pet waste bags being left in the yards of other homeowners. With respect to the unkempt yards, the Board will attempt to contact these homeowners in an effort to get them to improve the appearance of their lawns.

**Meeting adjourned (8:30 PM)**