



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

Warfields II HOA – Board of Directors Meeting
September 4, 2021 1:30 PM
Meeting Minutes

Pursuant to waiver of notice, a meeting of the Directors of the above corporation was held on September 4, 2021 at 1:30 PM at 14854 Michele Drive in Glenelg, MD.

Meeting Purpose: Board of Directors Meeting

Call to Order (1:40 PM)

A quorum was declared based on the presence of the following members of the HOA Board of Directors: Christian Hayes, Jeremy Nieporent, and John Owens.

Reports / Approvals

- Certified election of John Owens, Christian Hayes, and Jeremy Nieporent. All three were elected at the all-member HOA meeting held on August 19.
 - Board needs to reestablish staggered three-year terms so that only one Director is replaced each year. Board members agreed upon the following term lengths and positions for the coming year:
 - John Owens- President (3-year term)
 - Christian Hayes- Treasurer (2-year term)
 - Jeremy Nieporent- Vice President/Secretary (1-year term)
- As only returning Board member, Jeremy provided an overview of HOA operations and a summary of outstanding action items.
 - Board discussed roles and responsibilities for each of the officer positions.
 - Board provided with a document listing all of the HOA contractors, points of contact, and other useful information, including logins and passwords for all of the HOA accounts.
- Board provided Tidewater with an updated collection of governing documents to include on the Tidewater website and in the HOA resale package.
- Board renewed website hosting package with iPage for an additional two years.

Financials

- Jeremy provided Board members with a copy of the 2021 budget, the reserve study from 2019, and the balance sheet for the month of June; all expenses are tracking within or below budget.
 - HOA Assets: \$120,010.42 (as of end of June).
- Board needs to review reserve study to ensure proper allocation of funds between operating and reserve accounts, and to determine if HOA can reduce payments or pause dues in the future.

- Board discussed a former homeowner who moved out of the neighborhood with a balance on their account. Tidewater advised that it would not be cost effective for the HOA collections attorney to pursue the delinquent homeowner.
 - Board voted to write off the bad debt so that it would not remain on the HOA balance sheet in perpetuity.
 - This is first time HOA has had to write off bad debt; in future, Board will ensure a delinquent account is sent to the collections attorney sooner. Tidewater had been lenient in enforcing the HOA collections policy due to financial hardships caused by Covid-19.
- Board discussed the separate reserve account held at PNC bank and agreed that, to streamline finances, it should be closed and the assets combined with the much larger reserve account managed by Tidewater.

Landscaping

- Board contacted All the Trimmings to remove saplings and other vegetation growing out the cement structures and rip rap at the stormwater management ponds located throughout the community. HOA is jointly responsible for maintaining these ponds along with Howard County.
- Board needs to repair the fence along Triadelphia Road that was damaged by the May 2019 tornado; however, to date the Board has not been successful in obtaining replacement parts.
- Board needs to replace several dead trees surrounding the Dalhart Road stormwater management pond.

Architectural Review Committee

- Board discussed an ARC request received for a firewood shed. Request was not approved as shed was not consistent with the aesthetic of the neighborhood from both a materials and engineering perspective.

Actions

- Update names on HOA accounts and set up HOA email addresses to reflect the new Board members.
- Close reserve account held at PNC account and merge it with reserve account managed by Tidewater.
- 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 (4:15 PM)