

**Minutes of the
Board of Directors Meeting of the
Crescent at Cherry Lane Homeowners Association, Inc.
November 10, 2010 7:30 PM
14804 First Baptist Lane Laurel, Maryland**

Attendees: Mike Chittenden, Farhana Shah & Wm. Carl Isler, II

I. Determination of Terms & Election of Officers

- a. Mr. Chittenden – President – 3 Years (ending 2013)
- b. Mr. Isler – Vice President & Treasurer – 2 years (ending 2012)
- c. Ms. Shah – Secretary – 1 year (ending 2011)

II. Architectural Review Committee

- a. The Board determined that a listing of pre-approved storm doors should be compiled to expedite the application process for storm doors. All pending applications for storm doors were tabled until list of approved storm doors was compiled by the Board.
- b. The Board approved the application for exterior modification submitted for the construction of a deck at 14919 First Baptist Lane.
- c. Standards for Dish and Antenna Installation – The Board determined that the Covenants need to be rewritten to be in compliance with FCC Regulations. The Board will draft a resolution to ensure compliance with FCC Regulations and to inform members of appropriate locations for installation.

III. Review of By-law Procedures and Committee Procedures - The Board discussed possible committees to be created for the HOA. Three committees were established: Covenants (Architectural Review), Social, and Neighborhood Watch. Mr. Chittenden will create descriptions of the committees for distribution with the follow-up notice from the turnover meeting and ask for Members to volunteer to serve on the committees.

IV. Budget

- a. On-Lot Maintenance – It was discovered that the Covenants did not include the single-family homes in the lawn assessment, but that these members had been paying on-lot assessments and receiving lawn maintenance. The Board decided that the Covenants would be amended to reflect the current practice and include the single-family homes.
- b. Snow Removal Contract – The Board reviewed McDonogh Farms Snow Removal Contract proposal, but before making a decision wanted to inquire with Renee Parks and Jude Burke regarding last year's accounting and payments. Furthermore, the Board wanted to explore allowing homeowners to receive plowing and shoveling of members' homes at their own expense through a discounted rate.

- c. Landscaping Contract – The Board is awaiting contract proposals from various contractors to review. The Board will review options regarding markers for lawns and regarding details for mowing individual lawns.
- d. Budget Presentation and Layout – The Board discussed the budget layout and decided to revise it to ensure clarity. The Board will prepare the revised budget and approve before 2011.
- e. 2011 Assessments and Statements – The Board will request that Tidewater issue statements to members showing the amount of credit or balance due. Tidewater will also issue the option to members of whether to receive a refund of their credit if it is more than the next quarterly dues amount.
- f. Tax Contract – Tidewater had obtained an offer of engagement from the Strauss Company to perform tax services on behalf of the HOA. (The Strauss Company has been preparing the taxes for the HOA since its inception.) The Board approved allowing the Strauss Company to continue prepare the tax documentation for 2010.

V. Other Issues

- a. Tot Lot Discussion – Mr. Isler will research the option of purchasing and installing a Tot Lot. Insurance costs will also be reviewed and considered.
- b. Potential Discussions with Villages at Wellington (Pool & Tennis Courts) – Mr. Chittenden will begin discussions with the Villages regarding an agreement to use their facilities.
- c. Regular Meeting Schedule – The Board will consider setting up a regular meeting schedule, possibly having at least one meeting per quarter.
- d. Tidewater Relationship – Tidewater's contract is until June 2011. The Board will review the HOA relationship with Tidewater and the Contract and decide before the expiration or contract renewal period whether to continue the contract with Tidewater.
- e. Approval of Minutes of October 26, 2010 Membership Meeting – The Board amended the minutes of the October 26, 2010 and voted to approve those minutes.

VI. Adjournment – The Meeting adjourned at 10:00pm

Approved by the Board of Directors


Jacquelin A. Zimmermann, Secretary

12/13/2010
(Date)