

Minutes of the Board of Directors Meeting Minutes Crescent at Cherry Lane Homeowners Associations, Inc.

**May 8, 2014 7:00 PM
First Baptist Church of Laurel**

Board members present: S. Michael Chittenden, President
Jeff McFarland, Vice President
Robin McCormick, Treasurer
Officers present: Jacquelin Johnson, Secretary
Board members absent: None

I. Call to Order

The meeting was called to order at 7:08 pm.

II. Approval of the Minutes from Prior Meetings

There was a motion to approve the minutes that was seconded and approved.

III. Old Business

A. Financial Review

More than was anticipated was spent on snow removal due to the amount of snow this winter. The contingency account will cover most of the overage.

B. Review of AMG Services

Too much salt during snow removal because we believe it has eaten away at the sidewalks and driveways.

C. Loose Dog Complaints

Ms. McCormick discussed the loose dogs. Even though many are friendly, there is certainly an issue with refuse everywhere. Animal control does not seem to be of much assistance. Laurel police has at times been responsive, but not guaranteed.

We are aware that a number of the dogs are from neighbors outside of the community. Will attempt a letter to those neighbors. There was a discussion of the possibility of extending the fence. The board will look into that possibility.

D. Pet Registration Program

Mr. Chittenden motioned to table this discussion until the July meeting, Mr. McFarland seconded the motion and the motion was passed.

E. Collections Policy

Mr. Chittenden motioned to table this discussion until the July meeting, Mr. McFarland seconded and the motion was passed.

IV. New Business

A. Applications for Exterior Alteration

The board will submit a request to the attorney to determine if there is a way to meet without it being the big meeting. The board also requested Tidewater look into it.

1. 7205 AL (Fence)

There are a number of issues to discuss. The board would like to review the plans. Send request for information to homeowner.

- Need to determine how the landscaping will be handled.
- Need to know if the gate will be locked.
- How will they mitigate rain run off under the fence?
- Would also like to send a communication to the neighbor to get an opinion.

2. 7342 BS (Deck)

Mr. Chittenden moved for the deck to be approved, Mr. McFarland seconded and the motion was passed.

B. Late Fee Waiver Request (14907 FBL)

Ms. McCormick motioned to approve the request for waiver, Mr. McFarland seconded and the motion was passed.

C. Fine Waiver (7322 AL)

This violation of the covenant was regarding a trashcan stored in front of the house for numerous days even after numerous requests and warnings. There was no response until a summons was delivered. The member attended the hearing and tried to enter into a settlement with the HOA. However, the member has not upheld the payments that were to be made towards the fine balance or stayed current on their current dues.

Mr. McFarland asked about the possibility of a partial reduction in order to make it more likely to get some of the funds. Mr. Chittenden brought up the possibility of having the member bring the current dues up-to-date and then wave the fine.

Motion is to require \$517 in the next 60 days to bring the account current on dues. If this is met, all remaining late fees, fines and penalties will be waived. MR. McFarland seconded and it is approved.

D. Property Management Agreement

We are putting out the property management contract for bid.

1. Tidewater Property Management

Giana from Tidewater presented a reduction in fees to \$1,250 and a new property manager (Nancy) for our consideration. Nancy is a CMA and AMS with 20 years of experience. The total cost would be \$15,000 annually.

Mr. Chittenden clarified that the relationship with the property managers (though there has been turn over) has been good, but the accounting group has been problematic. Giana explained that this, in the end, is still a responsibility of the property manager. Mr. Chittenden brought up the specific issues of fees from members sent to Tidewater that are for the water easement and Tidewater applying it to the other company even though it was written out to the HOA.

2. Harford Property Services

J. D. Russell came in to present their contract. Small company (three employees and JD) that he started five years ago. The monthly fee is \$1,200 and that includes mailings. The exception is only postage. They do have a contingency for \$50/hr for work above and beyond the normal.

Mr. Chittenden asked about the capability for online payment options. J.D. said that they did not, but they would be happy to look into it if it is something in which we are interested. J.D. said that they would be able to maintain the site for us potentially.

J.D. would be the primary contact. They do have 24-hour emergency phone service and an employee will respond.

E. Increasing Member Involvement

Church allows finger food at the meetings and allows pizza. Ms. McCormick asked if we would do a similar event to the Meet & Greet at Red Sky last year. Mr. Chittenden stated that that was about \$45 per person, which was a large expense.

Discussed keeping the meeting time at 7pm and offer pizza. An email reminder the day or a few days beforehand may result in a better turn out, with some highlights of what is to be discussed.

F. 2014 Social Committee Planning

Mr. Chittenden asked if any of the members present would like to be a part of the social committee. However, very few people were in attendance. The attendees were more interested in the covenants committee.

V. Member Discussion

A member asked about the board's contact information. Mr. Chittenden encouraged the member to use the CrescentBOD@gmail.com email address or contact Tidewater Property Management.

VI. Adjournment

The meeting was adjourned 8:58pm.

Approved by the Board of Directors

A handwritten signature in cursive script that reads "Jacquelin Johnson". The signature is written in black ink and is positioned below the "Approved by the Board of Directors" text.

Jacquelin Johnson – Secretary
Crescent at Cherry Lane Homeowners Association