

Crescent at Cherry Lane Homeowners Association, Inc.
Annual Meeting of the Members Minutes
November 5, 2013 7:30 pm

Board members present: S. Michael Chittenden

Robin McCormick

Wm. Carl Isler, II

Officers present: Jacquelin Zimmermann

Board members absent: None

I. Reconvene Meeting – Call to Order

Called to order at 7:39 p.m.

II. Roll Call and Certification of Proxies

Mr. Chittenden called for any proxies and none were received. There are sixteen lots in good standing present at the meeting.

III. Proof of Notice of Meeting or Waiver of Notice

Mr. Chittenden reviewed the notifications that were sent out. Public notice was posted in the Prince Georges Northern Gazette newspaper on October 2th for one week.

IV. Verification of Quorum

Based on subsection 5-200, the quorum is satisfied.

V. Reports of Officers

There was a move to table the report of officers to the board meeting to follow the member meeting. It was seconded and passed.

VI. Unfinished Business

A. Review of Financials

Mr. Chittenden reported that financials are on target with income and expenses mainly on track. There was a new clean water tax. The legal fees are over budget, but this is balanced out by other funds not used.

B. Dues Reminder

Mr. Chittenden reminded members of the HOA fees due.

VII. New Business

A. Discussion of Proposed 2014 Budget

Mr. Chittenden reviewed the budget, stating it had been posted on the HOA's site. In a general review the following highlights were provided:

- General quarterly dues are increased by \$10 quarterly, but the on-lot maintenance was reduced by \$21 for townhomes and \$15 for the single family homes.
- The legal budget will be increased to \$5,000
- Management will be increased by \$1,200 to account for the additional completed properties.
- While on-lot maintenance is reduced by \$1,500, the services are actually being increased, including mulching for the individual properties.
- The reserves for General and Alleyway are being reduced, but a contingency line item is added for General and Alleyways. Contingency covers the non-capital items that go over the budgeted amounts like large amounts of snow or added landscaping like reseeding bare spots.
- Overall, the 2014 budget is balanced at \$104,542.

B. Member Discussion

A member asked what is the contingency based on. The board responded that items like snow and landscaping were considered, but the numbers themselves are a guess.

A member received a parking warning and called the property management company, who stated the car was parked in an alleyway. The board reported that the covenants define the alleyways and they are not to be parked in. Signs are posted to make this clear.

A member asked about the unpaved areas. The board was pleased to report that these areas would be paved in the upcoming week and stated that they would follow up to determine if additional information could be gathered to prevent any hardships the paving might cause.

A member asked about issues with driveways. The board recommended contacting their builder.

Mr. Chittenden asked the members if they had received action on any dead trees. A member stated that her tree had not been replaced. Mr. Chittenden recommended that anyone with new homes contact their builder if they should have dead trees.

VIII. Appointment of Inspectors of Election

Carla and Mary were appointed as inspectors.

IX. Election of Director

Ballots were cast and tallied. Mr. Chittenden was re-elected unanimously.

X. Adjournment

The meeting was adjourned at 8:34pm.

Approved by the Board of Directors

A handwritten signature in black ink, reading "Jacquelin Zimmermann". The signature is written in a cursive style with a long horizontal flourish extending to the right.

**Jacquelin Zimmermann – Secretary
Crescent at Cherry Lane Homeowners Association**