

Derwood Station Homeowners Association No. 2 Inc.
Board of Directors Meeting
August 26, 2019,
FINAL Minutes

The meeting of the Board of Directors (BOD) was called to order at 7:30 pm by the President at the home of Mr. Jordan. Five members were in attendance as was the representative of TMGA. Absent were Mr. Redmon and Mr. Hillard.

July 2019 Board Meeting Minutes: With changes suggested by the President, the July minutes were accepted.

Insurance Statement From TMGA: The BOD still awaits TMGA's statement that, taken together, in-place Association insurance policies meets appropriate guidelines.

E-Vote: Since the July BOD Meeting, the BOD voted unanimously to approve three motions:

- Approval of the June Minutes.
- Contracting with Stolberg for tree installation on CA-12 (\$8,500.00 from 5-year tree fund).
- Contracting with J+J Construction for "gutters" along portions of the CA-8 asphalt pathway (\$1,800.00 from State Highway funds).

Tot Lot:

- Mr. Jordan provided an mid-year his updated Reserve Analysis spreadsheet which the President will use to provide DSS with our estimate of their Capital Reserve requirement vis-à-vis their obligation to bear one-half of eventual replacement costs.
- The BOD received notification from Playground Specialists Inc that their inspection of the Tot Lot revealed no safety deficiencies and no immediate maintenance requirements.
- The BOD received an estimate of \$3,750.00 to remove and replace the current Tot Lot boundary wall. After discussion the BOD asked the Environs Committee to investigate the cost of replacing a few badly damaged wooden elements and of protecting the top of the entire wall with a vinyl protective "cap."

DRAFT FY2020 Budget: After reviewing the Capital Reserve worksheet and anticipated 2020 expenditures for Common Area improvements, the BOD gave the Treasurer the following general guidance for preparation of the FY 2020 Draft Budget:

- Anticipate no federal or state tax liability in FY2020.
- Anticipate a refund of the funds currently held in escrow by the IRS (funds from the inadvertent overpayment of 2018 federal taxes).
- Make a contribution to the Capital Reserve Fund that at least "matches" the anticipated FY2020 expenses from that account; attempt to contribute an amount sufficient to continuing to close the unfunded "gap" of approximately \$8,000.00.

Teleconferencing: The BOD received from TMGA information regarding the Maryland regulations regarding use of teleconferencing technology to allow remote attendance by BOD members at BOD Meetings.

Maintenance Items: Dr. Wolcott and Mr. Palmer reported:

- This Fall, Stolberg will plant 15 cryptomeria trees at specified locations along CA-12; the contract includes staking, a one-year guarantee, and watering as needed on a cost-plus basis.
- The recent plantings in CA-4 continue to do well.
- The rock river and dry-well on CA-8 and the contouring below the bridge seem to be dealing appropriately with even heavy rains. The contractor still has to return to complete the rock placement and to create the “gutters” along specific portions of the asphalt pathway.
- The Environs Committee will be meeting with Stolberg to discuss details for the CA-2 contouring work and planting previously approved in concept by the BOD; the Committee will bring a formal proposal to the BOD at the September BOD Meeting.
- The BOD approved contracting for planting one 8-10 foot crepe myrtle and one 8-10 foot Kousa dogwood as replacements for the two dead dogwoods near the CA-1 bench. To be paid for from SHA funds.
- Mr. Palmer presented a detailed concept plan for plantings at the west end of CA-12 and back of CA-13 to restore the visual, sound and trash barrier in that location. His concept involves extending the already approved plantings of cryptomeria along the CA-12 boundary adjacent to 7540 BV Terrace and extending to the back of CA-13. The cost is estimated at \$8-\$10,000.00. The Environs Committee will present a formal plan for this effort at the September meeting.
- Mr. Palmer will contact the original contractor (John’s Labor Group) and ask for their inspection and recommendations regarding any needed repairs to the stone retaining wall connecting Algona Court to the Tot Lot.
- Mr. Palmer will request a bid from the current mowing contractor to regularly weed the rain garden on CA-2

Possible Thinning of the Deer Population: The BOD discussed a homeowner communication regarding inviting a group into the neighborhood to “cull” the deer herd using bow hunting. The BOD noted that the Parks and Planning folks already conduct such an annual culling in the adjacent park land (where the deer live and breed) and expressed little interest in having another group conduct such activities on the Association’s Common Areas. The President will so inform the homeowner who may have additional information to present at a later time.

TMGA Monthly Report of Capital Reserve Fund: The Treasurer and the Vice President will meet to describe for TMGA a simplified presentation of the Reserve Fund Status to replace the current presentation in the monthly BOD Book.

Fall Mailing to Membership: This mailing will go out the first week in October and will include:

- BOD-proposed FY 2020 Operating Budget for comment by members.
- Presidential letter regarding leaf and snow removal responsibilities (and other issues as appropriate)
- An invitation to Association Members to attend a workshop conducted by Mr. Jordan at his home on self-help insulation of attic-space access panels to reduce HVAC costs.

End of Meeting: With no further business to consider, the BOD adjourned at 9:15 pm. The next scheduled meeting of the Board will be on 30 September 2019 at 7:30 pm at the home of Mr. Jordan.

Barry Wolcott, Secretary