

Derwood Station Homeowners Association, No. 2
Derwood, MD 20855

Board of Directors
2016—17

Laszlo Harsanyi
President

Tom Jordan
Vice President

Jack Krakower
Secretary

Gary Palmer
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Member-at-Large

John Redmon
Member-at-Large

Mark Hilliard
Member-at-Large

TMGA Agent
Stephon J. Collins

DSHOA2 Website
Derwoodstation2.com

FIRST NOTICE OF ANNUAL MEETING

March 6, 2017

Dear Homeowner:

I am writing you on behalf of the Board of Directors for Derwood Station Homeowners Association, No. 2 to notify you of the 2017 Annual Meeting, which is scheduled for Monday, April 25, 2017, at 7:30 p.m. at the College Gardens Elementary School.

The purpose of this year's Annual Meeting is to elect three members to the Board of Directors for a term of 2 years each.

The Association documents require a quorum of 33%, or 74 homes, to be represented either in person or by proxy to conduct the Annual Meeting. If a quorum is not present, the meeting will be adjourned to a later date, at which time those homeowners present in person or by proxy will represent a quorum for the purpose of conducting the Annual Meeting in accordance with Section 5-206(b) of the Annotated Code of Maryland. In a subsequent mailing, you will receive your formal proxy ballot form and a stamped envelope. Please help us obtain a quorum at this meeting by filling out the proxy ballot once you have received it and returning it promptly.

Members of the Board of Directors work with The Management Group Associates to oversee the day-to-day operations of the Association. Their responsibility includes reviewing and approving contracts for services, such as lawn maintenance and snow removal. The Board also develops and enforces policies and procedures for the operation of the Association and oversees the finances.

If you are interested in serving on the Board of Directors, please take a moment to complete and return the enclosed Candidate Qualification Statement to me by March 31, 2017. Alternatively, you can download the form from our website or scan the enclosed copy and email it to me (scollins@tmgainc.com) and to the Board President (laszloha@gmail.com). Completed forms will be distributed to all members along with the proxy ballot with which to vote. The forms and ballots will also be available on our website in case you misplace them. Nominees will have an opportunity to introduce themselves prior to the voting at the Annual Meeting. Nominations for open positions will also be taken from the floor at the Annual Meeting. Please take this opportunity to get involved and nominate yourself or someone else in the Association to serve on the Board of Directors. Without homeowners' support, the Association cannot operate efficiently.

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The Board of Directors would be most grateful if you attend in person in addition to mailing in your absentee ballot. To further encourage in-person attendance, the Board will award a \$100.00 gift card as a “door-prize” to one of those in the audience that night!

Attending in person provides Association members an opportunity to:

- Examine closely plans for both ongoing maintenance and upgrades to the common areas.
- Gain a deeper understanding of the Association’s finances (including its Capital Reserve Fund).
- Discuss the potential impact upon our community of a large wetlands preservation project adjacent to us that is likely to start this summer.
- Inquire regarding Board policies and procedures.

The Board asks homeowners to abide by the trash/recycling policy:

- Trash/recycling is normally collected on Tuesday each week. If the collection day falls on a County holiday, the collection day is shifted to one day later. The schedule is available on our website. Trash/recycling containers should be set out no earlier than 6:00 p.m. on the evening prior, and no later than 7:00 a.m. on collection day and removed that evening.
- At no time should trash/recycling receptacles be stored in the front of homes. Trash/recycling containers should not be viewable from the street any time other than the designated trash/recycling collection day.

The Board reminds pet owners that they must comply with Montgomery County pet laws. This includes picking up after their pet and ensuring that their dog walkers can control their pet. See the link on our website for details.

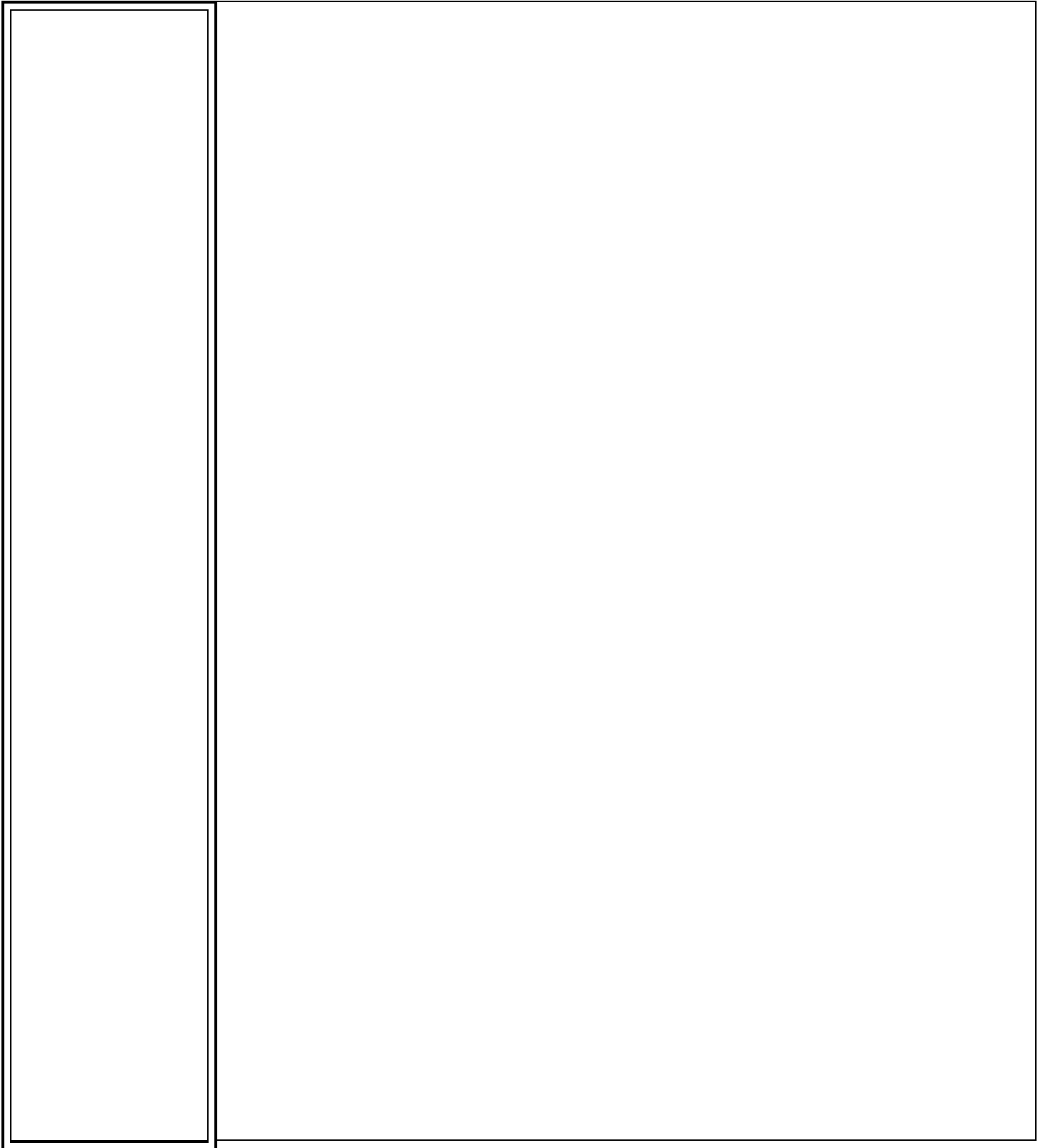
The Board also requests that with Spring near you assess the condition of your home and property and make repairs that protect your investment. Submit modification forms for changes to the outside of your home and property and ensure that you comply with County requirements and housing codes.

If there are any questions with regard to this notice, please feel free to contact me.

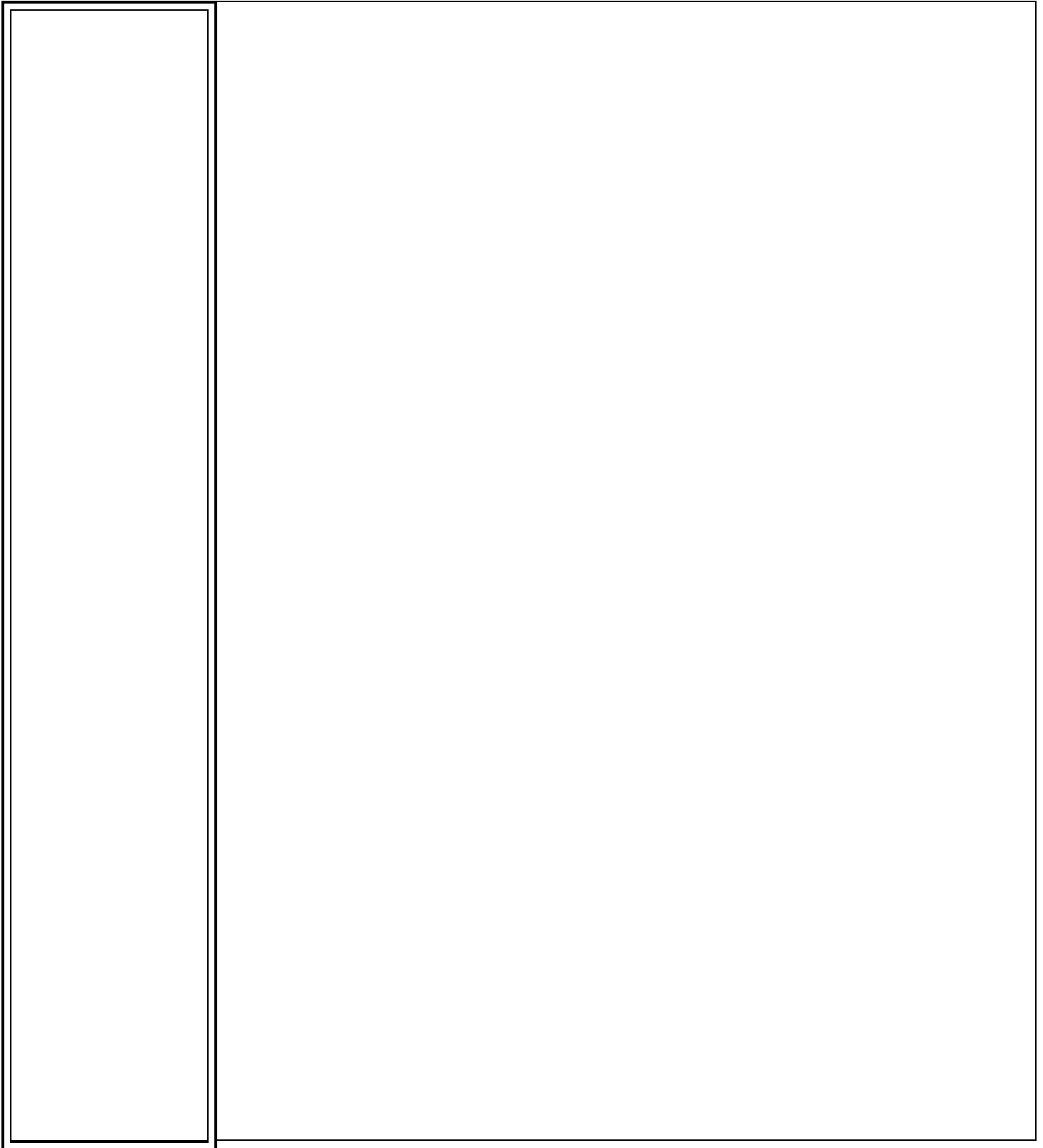
Respectfully,

Stephon J. Collins, Agent for
Derwood Station Homeowners
Association, No. 2

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c/o The Management Group Associates
20440 Century Blvd, Suite 100 - Germantown, MD 20874 - (301) 948-6666
www.derwoodstation2.com