

# Derwood Station Homeowners Association No. 2

## September Board Meeting

### FINAL MINUTES

September 23, 2024 @ 7:00 PM

College Gardens Elementary School

1700 Yale Place, Rockville, MD 20850 (All Purpose Room)

- 7:49 pm – Open September Board Meeting
  - In attendance: Laszlo Harsanyi, Gary Palmer, Tom Jordan, Art Rawson, Theresa Espy, Alexey Brazhnikov, Diane Baumann, Tyler Beck, Chris Prescott (Bader)
  - Open Forum: no non-board members present
  - Welcome to our three new board members!
    - Introductions around the table
  - Motion to approve the August minutes
    - VOTE: Approved by unanimous consent
  - Community Association Institute Membership for the association?
    - Local chapter here in the DC area
    - Membership for association is \$350 yearly
    - Have informational resources, including a monthly magazine.
    - Have been a member before (around 20 years ago).
    - Would not increase the owners' costs, as we have the funds to cover the costs
    - VOTE: Approved unanimously
  - Discuss new 2024 IRS Financial Crimes Enforcement Network (FINCEN) reporting requirement for all Board members and annual reporting fee
    - HOAs need to submit financial information to the Department of Treasury
    - IRS believes it will help prevent fraud
    - Information from board members: Identification (drivers' license or passport) must be provided by January 1<sup>st</sup>, either through a subcontract through Bader or by President.
    - Gary suggests that we have the contractor do it this first time, then we will have to update yearly.
    - Cost for subcontractor would be \$500
    - Video available with information about the subcontractor.

- Bader is recommending we use the contractor to help ensure correct documentation for this first time.
- CAI has started a campaign to try to remove HOAs from this requirement.
- October 7<sup>th</sup> – We would like to get information on the security and liability of the FINCEN Report Company
  - VOTE: Motion made and accepted
- Review/Approve 2025 Draft Budget
  - Gary went through changes to the proposed 2025 budget compared to 2024.
  - Gary pointed out that we can only raise the assessment year-to-year by a maximum of 5% without a vote of the association.
  - VOTE: Draft budget (9-23-24) approved unanimously
- Auditor gives us an audit engagement letter, already worked into the draft budget.
  - VOTE: Motion to approve the President to sign that engagement letter – approved unanimously.
- Selection of Board Officers
  - VOTE: Motion to keep same officers – approved unanimously
- 9:00 pm – Close Board Meeting
  - Next meeting: October 28<sup>th</sup> – Zoom at 7:00 pm