

Derwood Station Homeowners Association No. 2 Inc.  
Board of Directors Meeting  
SEPT 24, 2020  
DRAFT Minutes

The September 2020 BOD meeting was called to order (virtually) by the President at 7:35 pm via Zoom technology. Seven board members and the TMGA representative were present; no other Association members attended

**August Minutes:** The DRAFT August minutes were approved with one typographical correction.

**2020 Audit Engagement Letter:** The President, Treasurer, and TMGA Representative met with the auditor via Zoom and resolved all questions related to the 2018 and the 2019 Income Tax refunds and the details of tax implications of SHA monies. A motion was made and approved to engage current audit firm for 2020 and 2021.

**FY 2020-21 DRAFT Budget:** Treasurer had earlier electronically presented the BOD with a DRAFT Operating Fund budget for FY2021 based upon two assumptions:

- An FY 2021 Assessment of \$360.00, representing a slightly less than 5% increase over the approved 2020 Assessment of \$343.00.
- A one-time rebate of \$15.00 for all Association members.
- A one-time rebate of \$10.00 to those members giving written approval to send them official Association via email.

After extensive discussion about the wisdom of continuing what has been a long-standing BOD approach of increasing the Annual Assessment and then approving a rebate to lower the amount collected, a motion to approve the DRAFT 2021 Operating Budget as proposed by the Treasurer was passed by a vote of 6 to 1 with Mr. Jordan voting in the negative.

**Rebate to Members Permitting E-mail Receipt of Required Association Documents:** After discussion, the BOD unanimously approved a motion authorizing issuance of a \$10.00 rebate on the 2021 Annual Assessment for members submitting written permission for the Association to send required documents to them by e-mail rather than US Mail. The BOD approved a draft of an explanatory letter from the President and a form to be completed and directed that it be mailed to all members along with 2021 draft budget information. It will also be e-mailed to members currently on the President's e-mail list.

**Maintenance Items:**

- No further response to storm drain collar work order request which remains open.
- Bench for Oskaloosa placement: Delivery Scheduled to John Redmon's address, but it has not yet arrived.
- Degree of tilt of retaining wall on CA-9 has not changed significantly in the past six months. The loose capstone on that wall has been replaced.
- CA-9 pine tree about which abutter expressed concern now shows increasing needle-browning; however, it is tilted away (not towards) the abutter's property. Environs Committee will continue to monitor.

**Driveway Storage:** Problem remains. BOD Voted to ask TMGA notify the owner of that their tenant is storing an inventory of commercial HVAC equipment in their driveway and front porch.

**Architectural Committee Issues:** The BOD agreed that the homeowner notifying the AC of their intention to build a shed on the rear of their property should have received notification explaining that the BOD had no generic objections to such a shed, it was the owner's responsibility to meet all County requirements and to obtain any needed County permits. Mr. Jordan (an AC member) explained that confusion regarding AC notifications sometime arise when requested modifications appear to conflict with published "guidelines." Since the Association does not have the legal authority to enforce architectural standards (see legal opinion provided by outside counsel in 2009), no such current "guidelines" should be in circulation. Mr. Jordan will provide BOD members a copy of the "guidelines" contributing to confusion and TMGA will place this issue on the Agenda for the October BOD Meeting.

**New Residents:** No new settlements documents received by TMGA.

**New Association Website:** The President requested suggestion from BOD members to improve the new website he has been creating.

**Financial Report:** The Treasurer explained that the September reported financials were rendered difficult to use by incorporation of recent auditor decisions into FY 2020 documents rather than 2019 documents; he is working with TMGA representatives to alleviate the difficulties.

**County Certification of BOD Members.** The President requested that all members complete the CCOC on-line course for HOA BOD members.

**Halloween:** The BOD unanimously agreed to take no "official position" on how individual neighborhood residents should deal with Trick-or-Treating during this Covid pandemic.

**Adjournment:** At 9:20 pm a motion was made and approved to adjourn with September meeting scheduled as a ZOOM meeting (TMGA will arrange) at 7:30 pm 26 October 2020.

Respectfully submitted

Barry Wolcott, Secretary