

APPROVED MINUTES
MONDAY, 28 MARCH 2022

The meeting was called to order at 7:30 pm by the President via Zoom. All seven Board members were present. The IKO Representative was also in attendance.

1. **Homeowner Forum:** Presentation regarding CA12 Girl Scout Pollinator Garden (20'x16') proposal by Grace Bevington and two scout troop partners. Proponents have obtained donations from several merchants to cover costs of plantings, and they would like the Association to bear the cost for future mulch to cover the area. Supported by the Environs Committee. Motion passed unanimously to allow this project to be performed on Common Area 12 and to assume responsibility for future mulching while the garden is maintained.
2. **Approval of Minutes:** The 28 February Final Draft Minutes were approved with one typographical correction.
3. **President's Report:**
 - IKOCM Derwood Station 2 Website/Portal: No user issues reported.
 - Owner Vantaca Registrations - 154 of 222 (68 missing)
 - Owner Vantaca Email Addresses - 215 of 222 (7 missing)
 - Owner permissions for US Mail delivery of business notifications
 - 156 of 222 provided email authorization
 - 66 homeowners not replied or not authorizing
 - 2 require US Mail notifications
 - Assessments
 - All FY2022 collected but two had incorrect amounts; the 2 under \$11 will be added to 2023 assessment
 - 9 homeowners have prepaid positive balances for 2023
4. **Management Report:**
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 - 2022 Annual Meeting
 - First Call Letter emailed to 215 of 222 homeowners
 - First call letter by US Mail status to 67 homeowners
 - Upcoming Schedule
 - Final Notice Date with ZOOM invitation?
 - April 25 Zoom Invitation
 - April 25 Officer/Chairperson reports
 - April 25 Candidate Nominations
 - BOD Candidate Status
 - New Homeowners letter:
 - IKO Representative presented IKO's standard to new homeowners asking for BOD input. ACTION: IKO representative will present draft of elements of revision to the current IKO and/or BOD President's letter for action at April meeting.
 - IKO mailed welcome letter to one new homeowner in March.
 - Requests for Resale Packages will continue to be done by an IKO sub-contractor.
 - Homeowner/Non-Homeowner Correspondences: As shown in Management Report
 - Site Inspections: As shown in Management Report
 - Pending Action Items

- Annual Contracts Due Dates
 - 2022 Strauss Audit Engagement: Pending
- Strauss 2020 Audit submitted to BOD
- 2019 IRS Tax Refund Status - \$1219 owed but not yet returned to Association by IRS
- Stolburg Snow & Ice Contract Detail: Environs Committee approved format proposed by IKO representative; IKO representative will contact Stolburg to see how best to get that information to us.
- Insurance/Insurance Policies & Coverage: Review in Progress
- IKO Schedule A Increase and Review (Applicable as of April 2022): See Management Report. Accompanying letter stated that items NOT repeated in new Schedule still apply. President requested IKO to provide complete Schedule A list and explanation of charges relevant to DSHOA2.
- Invoices
 - Due from 2021 (IKOCM Transition): Pending IKO review
 - Awaiting Officer Approval: None
 - Pending Invoices in March-April: CA-12 Plantings and New homeowner welcome letter
 - Work authorized but not completed: Tot Lot Crawl Tube

5. **Old Business:**

- BOD Training on VANTACA: IKO Representative will obtain instructions regarding topic list provided by President.

6. **Environmental Report:**

- CA-12 planting completed; two older trees there have some browning.
- Environs Committee will meet with IKO Representative to review the items on her listing of non-urgent items from the Common Areas.
- NOTE: The BOD approved by e-vote the planting of nine 8'-10' arborvitae trees by Stolburg

7. **New Business:** None

8. **Treasury Report:** Treasurer reports no current concerns.

9. **Next Meeting:** 7:30pm on Monday, April 25 via Zoom; First portion of Annual Meeting will be held and then the April Meeting of the BOD will be held. President Harsanyi notified the Board that he would be on travel from April 15 to May 7 and that the Vice President would act in his stead

10. **Adjournment:** There being no further business, a motion was made and approved at 9:05 pm to adjourn.

Respectively submitted, Barry Wolcott, Secretary.

