

Derwood Station Homeowners Association No. 2 Inc.
Board of Directors Meeting
January 25, 2021
FINAL Minutes

The JAN 2021 BOD meeting was called to order (virtually) by the President at 7:35 pm via Zoom technology. All seven board members and the TMGA representative were present; no other Association members attended.

November 2020 Minutes: November BOD Draft Minutes and with minor corrections from Mr. Palmer were reviewed and approved.

December 2020 BOD Meeting: Per earlier BOD Decision, there was no December 2020 BOD Meeting, and, thus, no minutes created.

Resale Packet, Welcome Letter, and Homeowners Information Packet: After lengthy discussion, Dr. Wolcott's motion describing these documents (attached) was passed unanimously; Secretary to write letter to TMGA describing this motion's effects on the actual content of the Seller's Packet from TMGA. Dr. Wolcott accepted responsibility to recommend and edit draft updates to the Homeowners Handbook which is seriously out-of-date. The Handbook will be distributed to new homeowners.

Environs Committee Charter: Draft presented by Mr. Palmer for discussion. Draft approved and will be put into appropriate format and presented in the Draft Minutes for final approval at the February 2020 BOD meeting.

Environs Committee Accomplishments and Plans: Mr. Palmer has developed drafts summaries of Environs Committee (EC) completed projects for 2020 and currently planned EC 2021 projects for review by the Board.

Maintenance Items: See attached report from Environs Committee regarding proposed actions for 2021.

- Tree Montgomery has planted, new trees in CA 8, CA 2 and CA 1; the Environs Committee will review the locations. These trees had been authorized by the Board and the Environs Committee was to be notified by Tree Montgomery before the actual planting would take place.

Architectural Committee: No problems reported.

New Homeowners List: TMGA will begin placing copies of issued Seller's certificates and New User setup actions into the BOD Book and thereby provide the Board with timely advance notice of potential new owners.

Dropbox Usage by BOD: Mr. Collins discussed the Dropbox capability. He agreed to check and see if all the Board members have access to the Dropbox with his assistant, Sheela Sullivan, and let the Board members know and also explain how to access the capability.

Annual Assessments: Because of delays in the US Postal Service and the ongoing COVID crisis, the BOD approved a one-month extension of the payment deadline.

Treasurer's Report: No issues to report.

Reserve Analysis: Mr. Jordan was asked to send to TMGA an updated version of the Reserve Analysis reflecting the completion of the pathway resurfacing in 2020 and the decision to change the amortization schedule to three years.

New Homeowner Information Packet: Secretary will circulate a draft revision of this document for BOD review.

Next Scheduled BOD Meeting: Will be on 22 February at 7:30 pm using Zoom technology.

Adjournment: There being no further business, a motion to adjourn was made and passed. The President declared the meeting adjourned at 9:10 pm.

For the Board of Directors
Barry W. Wolcott, Secretary