Walnut Creek Homeowners Association

Board of Directors Meeting January 10, 2022

VIA Zoom

Minutes

The meeting was convened at 7:05.

Clyde Lutter, Dave Goldstein, Walt Kelley, Patrice Williams-Johnson, Dave Knocket Members of the Board and Mike Coburn, Community Manager and Tami Knocket a Member of the community were present.

Ms Knocket asked the Board to consider an abatement of annual assessments due to the fact that a fire in her home has left it uninhabitable for the past year. The Board concluded that the governing documents for Walnut Creek HOA do not give the Board the authority to make such a grant and noted that several years ago a similar request was made and it was denied. The Board offered suggestions where the Knockets might find some relief.

**The Board of Directors approved the Minutes of the December 13, 2021 Board of Directors meeting.**

**Manager’s Report**

Management reported that the assets of the Association as of 12/30/21 were $563,880.35. In addition, Coburn reported that in the preparation of the annual budget for 2022 he had errored in the amount for the management fee. Allied’s fee was increased from $19,650 to $20,400 per annum. The fee increase was necessitated by current rapid inflation. Further, subsequent to the preparation and approval of the budget, a cost of storage space rental to store historic documents will not be incurred due to the digitization of historic documents. The lease of space at Extra Space Storage has been terminated. The combination of these two factors results in **no** increase in the annual budget. **The Board of Directors approved the increase with the provision that there shall be no such increase to the management fee in 2023.**

Coburn asked direction from the Board regarding a notice to be sent to the owner of 18900 Glendower Road. A commercial vehicle, covered, remains parked in the driveway. **The Board of Directors instructed Coburn to send a notice to the owner that commercial vehicles are not permitted to be parked in the driveway; that this is a repeated offense; that if not remedied immediately the Board will issue a fine. The letter will be copied to the tenant of the home.**

Management informed the Board that reservations at Strawberry Knoll Elementary School had been made for the Annual Meeting on February 14th. However, Montgomery County has issue a directive that no new reservations for county owned facilities (schools, recreation centers, libraries etc.) will be accepted due to the current rapid spread of covid. **The Board of Directors voted to postpone the Annual Meeting until such time as meeting facilities become available and to notify the community by mail of the postponement.** In accordance with notices provided by the Commission of Common Ownership Communities (CCOC), members of the Board whose terms have expired will remain on the Board until an election can be held at an Annual Meeting.

The meeting adjourned at 8:04 PM.

**These minutes were prepared by Mike Coburn for approval by the Board of Directors**

**a**