Walnut Creek Homeowners Association

Board of Directors Meeting May 9, 2022

VIA Zoom

Minutes

The meeting was convened at 7:05.

Clyde Lutter, Dave Knocket, Dave Goldstein and Walt Kelley Members of the Board and Mike Coburn, Community Manager were present.

**The Board of Directors approved the Minutes of the April 11, 2022, 2022 Board of Directors meeting.**

**The Board of Directors received the Balance Sheet dated 4.30.22 showing assets of the Association of $586,192.71. The Association continues to operate within budget for 2022.**

**Manager’s Report**

Mike Coburn reported that he had cited a housing violation to Montgomery County for a homeowner having four unlicensed vehicles parked for months in the driveway. Upon inspection, the county inspector issued a violation notice to the owner/resident requiring the vehicles be registered or removed. Mike Coburn notified the County after seeing that the vehicles have not been moved or licensed on 5.9.22. He is waiting on the County’s response.

 Mike Coburn reported that the semi-annual inspections for architectural violations are nearly complete and expects notices to go out within a week.

**New Business**

The Board of Directors decided to use its June 13, 2022 regular meeting date to conduct the Association’s Annual Meeting. Reservations have been made for a room at Strawberry Knoll ES and notices will be mailed to all Members. [*The By-Laws of the Association require notices be sent to every Member no greater than 30 days prior to the meeting and no fewer than 15 days prior to the meeting*.] Mike Coburn reported that the notices will be mailed as required. Noting the quorum requirement of 50% +1 or 89 Members, proxies will be provided to Members who wish to register for quorum purposes and to vote for the open Board seats. All five seats on the Board are open for election.

**The Board of Directors approved the expenditure of up to $350.00 for planting material in the traffic circle on Glendower Road. The planting and maintenance will be done by community volunteers.**

**Architectural Review**

**The Board of Directors directed Mike Coburn to send a letter to the owners of 18905 Glendower Road requiring them to submit an application for approval of a deck railing which has recently been installed.**

**Other Matters**

A community newsletter has been prepared and will be forwarded to Allied for printing. In addition to the newsletter, additional proxies will be distributed to each household by members of the Board and the community.

A member of the Board reported that the long term parking of a black SUV parked near the intersection of Glendower and Tulip Grove Roads has been moved.

The meeting adjourned at 7:35 PM.

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

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