

FINAL

Walnut Creek Homeowner's Association, Inc.
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Meeting of January 11, 2016

Strawberry Knoll Elementary School

Call to order: A quorum was met and the meeting was called to order at 7:04 pm.

Board members present: Clyde Lutter, President; Patrice Williams-Johnson, Treasurer; Steve Schuyler, Architecture Chairman; Walt Kelley, Contracts Chairman; Keith Rush, Contracts Support

Homeowners present: Diane Winters, Volunteer Secretary; Dave Goldstein, Tom O'Brien

Agenda Review: The agenda was reviewed and minimal changes were made. Walt Kelley brought up a new business item that will be included which is a county training program for HOA Board Members.

Minutes from Prior meeting: The December meeting minutes had one change which Diane Winters will remove from the document and send to the board before posting to the Web site.

Member's time:

- Three homeowners were present. There were no comments from the attending homeowner.

Architectural

- The board approved (post facto) the homeowner request on 9201 Centerway Rd. for installing solar panels post. Steve Schuyler, Architectural Chair, requests that architectural changes are approved prior to installation.
- There was trash dumped in the 9100 block of the townhouse area. Broken chairs and tables were moved to another location when they weren't picked up by the trash removal. The architectural committee is working with Walt Kelley to get "No Dumping" signs posted and violations put in place.

Financial

- The Morgan Stanley representative called in to the board meeting at 7:30pm and it was decided that he would talk with the finance committee prior to talking with the board. The finance committee board members include Liz Lindahl, Patrice Williams-Johnson and Steve Schuyler.
- Patrice brought up the contract for snow removal. Every cycle is charged per materials/time for snow removal, sanding etc. Board members approved the contract.
- Books will be sent out for the townhouse increase in assessment costs.

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- Patrice is working to get the budget out. There are issues with formatting the excel document which throws off the numbers. Patrice has asked Sara at Allied to keep the document in the same format. Another suggestion is to send the budget documents as a PDF file.
- For the February board meeting Clyde request that the budget is balanced as submitted. Patrice will verify the numbers with Sarah as a 5% increase was approved by the board for the townhouses.
- The March board meeting is a good date for the finance committee to give a presentation to the new board of possible independent financial advisors and/or subcontractors. Patrice will look at the outstanding accounts and update at the next meeting.

Contracts

- Walt Kelley will review the package of towing companies that Steve Schuyler gave him. Due to illness in his family he will review as time allows.

Old Business

- The following items were deferred to March HOA Board Meetings:
 - Townhouse parking policy (continuation)
 - Fire lane Activity (Walt Kelley and Dave Goldstein)
 - Walt brought up the need for fire lanes at the end of the streets in the townhouse area. Walt and Dave Goldstein have both contacted the county regarding fire lanes and they have not returned the calls.
 - Neighborhood Watch (Dave Nocket)
 - Tree Planting/Tot Lot mulch fire (Liz Lindahl/Walt Kelley)
 - 9032 Centerway "No Dumping" signs (continuation)
 - HOA Landlord Responsibilities Policy Addition (Steve Schuyler)
 - HOA Communication's review (Diane Winters)

New Business – Deferred to February meeting

- Montgomery County mandatory training for new board members (Walt Kelley)

Meeting adjourned at 8:00pm

Next Meeting is February 8, 2016