**Orchard Knolls HOA Board Meeting Agenda**

**January 20, 2022**

**Board of Directors:**

President Jessica Olevsky

Vice President 1 Michelle Katon

Vice President 2 Jen Goodstein

Treasurer Don May

Secretary Steve Baumgartner

**Architectural Review Committee:**

Dave Goldstein

Paul Lumsden

Renee Joskow

David Becker

Kate Wernick

Andrew Sams

Cade Willis Williams

**Maryland Housing Coalition**

Mark Fine

**Call To Order**:

Secretary Called Meeting to Order: 7:04pm

Absent Board Members: Jen Goodstein

Community Members: Barry and Leslie Rosenthal

**Board Announcement:**

* Residents stay on mute during the video section until ask for comments nor to have side commentary; disruptive guests will be asked to leave the meeting.
* Board met with CCOC for clarity on financial records and Homeowner rights to see HOA documents. Homeowners are not to see personal records, ARC requests, contracts under review, outstanding dues by home. Homeowners can see signed contracts, outstanding dues total amount, approved minutes, approved financials, P&L and approved budget. The ARC is a separate body from the HOA Board and not subject to sharing requests or approvals. ARC holds meetings and gives feedback/updates to the Board at HOA meetings. If homeowner has ARC complaint, the homeowner directly requests for info to the ARC. ARC can hold closed meetings to review individual requests.

**Minutes review:**

**Treasurers Report:**

* As of Dec 31, 2021, we have $57,677 in operating account, $267,315 in total reserves accounts. Liabilities/account payables are $9,407. HOA Dues receivables $48,857.
* Budget for 2022 remains the same as 2021. In 2022 no increase in dues over 2021 dues amount.
* Finance committee meet to review accounts due and will report back next meeting

**Architectural Review Committee:**

David Goldstein –

* needs to add a Townhouse member for balance to the committee.
* Asked the committee to add Cade Williams to committee
* Motion carried to add Cade by 4-0-1.
* Cade is added to the committee

**Old Business:**

* Retaining Wall in Townhouses - waiting on spring like weather
* Lights in Townhouses - waiting on Pepco
* Snow removal for townhouses is covered by the HOA and these last two small storms Community Landscaping (snow contractor) has been called to come out. Each storm cost an estimated $3,000 for the snow removal, treating the roads and putting de-Icer down.
* Snow removal by Community Landscaping in the Townhouses will be limited to the streets and street parking spaces moving forward.
* Snow contractor – Community Landscaping – will not start plowing until 2 inches of snow has fallen. If a strong storm is forecasted then Cherry Blossom will be treated prior to the storm starting.
* Homeowners will need to set up a new Appfolio account for management company access/payments.
* Mark Fine heard from an homeowner regarding the Nursey using the fire hydrant located at the bottom of Citrus Grove Court. Mark called and spoke to the Nursey and requested that the Nursey use a different means to get their water or to ensure that the connections doesn’t leak.

**New Business:**

* No new business

**Questions & Answers (2 min per home):**

Michele Katon – Sewer cap on Blackberry Ter was accidentally removed by a snow plow, Michele Katon contacted WSSC and the cap has been replaced.

Barry Roenthal: Had a question about the ARC committee addition and subtractions of Committee members and the notification process for those members when a new ARC request is submitted. Also asked to know the Boards Attorney’s name.

**Next meeting:**

February

**Adjourned:**

 Meeting adjourned at 7:55pm

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