**Orchard Knolls HOA Board Meeting Agenda**

**December 16, 2021**

**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

 **Call To Order**:

Secretary Called Meeting to Order:

Absent Board Members:

Community Members:

Guests: Mark Fine, Maryland Homeowners Coalition

**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.
* Elections completed last month – welcome new board members and their new roles.
* 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 directs request for info to the ARC. ARC can hold closed meetings to review individual requests.
* Mark Fine represents Maryland Housing Coalition

**Minutes review:**

Minutes from previous meeting reviewed and approved.

**Treasurers Report:**

* Missing docs from previous management service, re-creating reports
* Any homeowner unsure of their balance, call Maryland Housing Coalition to verify

**Architectural Review Committee:**

* David Goldstein –
* Committee will be reviewing/consolidating general guidelines

**Social Committee Update:**

* Great Halloween event!
* Welcome baskets are delivering

**Beautification Update:**

* Form a committee to help with park areas – bamboo/weeds

**Community Landscaping update:**

* Boxwoods

**Maryland Housing Coalition update:**

* Set up new C3 Zooms to learn how to use it (mobile version is Town Square). New log in and passwords will get mailed out to homeowners.
* Neighborhood walkthrough on violations and bringing everyone into compliance

**Police Patrol Report:**

* Nothing noted
* Holiday thefts are up

**Old Business:**

* Streetlights in townhouses – repairs in the works now
* Retaining wall in townhouses – this is approved and waiting for the contractor to start, probably after Jan 1st.
* Retaining wall on Blackberry – small repairs being made by Community Landscaping.
* Granite Bench on Pineapple Grove – cost is $2000 to move – up for reconsideration

**New Business:**

* Board emails – each board member please reach out to Mark Fine to set up your appointment to get set up.

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

**Executive meeting:**

**Next meeting:**

January 20th at 7pm – regular board meeting

**Adjourned:**

 Meeting adjourned at

**--- End ---**