

**Florence Overlook Homeowners Association (FOHOA)
Minutes of Board of Directors Meeting 2018/6**

December 3, 2018

7:30 PM

Bobich Residence, 3401 Rebecca Jane Way

Website: <https://sites.google.com/site/fohoasite/>

Called to Order: This BoD Meeting began at 7:30PM.

In Attendance: Jeffrey Bobich (Pres), Lee Beckham (V-Pres), Carol Joyce (Sec-Treas), and Arlette Clayton (future Board member) were present.

Agenda Approval: The agenda prepared by the President was approved.

Minutes Approval: The Secretary summarized the minutes from the 27 September 2018 and 28 October 2018 meetings and were approved as submitted.

OPEN FORUM: No one had comments for the open forum; however, the Board discussed the number of houses that would be going on the market in the next year – Klase/Prasil, Douglas, and Williams.

TREASURER’S REPORT.

- **Current Account Balances.** The recent financial report reflects that the budget is tracking as predicted. The overall balance of the budget is \$28,633.75 from the November Sentry Management Report. There is a current year surplus of approximately \$900.00 in the account.
- **Expected Cash Business at End of 2018.** The expected cash business for the end of the year was discussed. There is an expenditure of \$850.00 for tree cutting, and approximately \$300.00 for the holiday party.

Further discussion regarding the budget had to do with the Reserve funds. President mentioned trying to bring Reserve fund to \$30k, but will not do anything now that affects increase in dues. Also, according to the President, the Board is authorized a one time transfer of funds from operations to reserve. Further, it was noted that another Reserve Study may become due in the near future.

- **Delinquent or Overpaid Homeowners.** The Secretary informed the Board that all homeowners were current on their dues.
 1. No one was delinquent on their payments, except some minor amounts (such as \$3.00 and \$1.63, and \$1.50). Per the Board’s request, Sentry Management agreed to “waive off the small amounts.”
 2. There were five (5) residents with an overpayment. Some minimal, but there was a \$35.25, \$50.13, and \$310.00 amount. Sentry Management continues to record these figures on its Management Report.

OLD/CURRENT BUSINESS:

- **Upcoming Social Events.**
 1. **Planning for Holiday Party, for Saturday, Dec 8.** By this time, two families volunteered their homes for the FOHOA Holiday Party - Marcelo and Gladys Giugale for hors d'oeuvres and the Steve and Ann Sturner for dessert.

- **Common Areas.**
 1. **Repainting of Cemetery Fence.** The President and Ata Doven repainted the Cemetery Fence the weekend of 10-12 November.
 2. **Pending Removal of Dead/Dying Tree Behind Lot 21.** Secretary/Treasurer agreed to coordinate tree cutting with David Lopez (Lopez Landscaping), 9314 Rolling View Drive, Lanham, MD 20706, 240-463-9833, dlopezlandscape@yahoo.com, before end of year in order to keep expenses in Calendar Year 2018.
 3. **Exterior Maintenance.** The Board discussed having Ms. Entela Vangjeli (Sentry Management) send a third letter to the resident at [REDACTED] because there have been no signs of activity toward making improvements. This letter will require a response within 30 days and a possible hearing before the Board. The President agreed to contact Sentry Management.

NEW BUSINESS

- **Architectural Review Board Update and Future Chairperson.** The Board agreed and appointed Joan Stockton as the new ARB Chairperson. The other members of the ARB are Donna Connor and Joanne Redmond-Beckham. The ARB can elect another member as well.

- **Officer Candidate for 2019-2021 (3-Year Term).** President will be stepping down on 31 December 2018. Arlette Clayton was voted and elected in as a new Board member. The three Board members – Lee Beckham, Carol Joyce, and Arlette Clayton – will decide positions at the next FOHOA Board Meeting.

Next meeting: Thursday, January 17, 2019, 7:30 p.m., at Arlette Clayton's home.

Meeting adjourned at 8:50 pm.

**Respectfully submitted,
Carol K. Joyce
Secretary/Treasurer**

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Attendees: Board of Directors Members Lee Beckham, Carol Joyce, Jeff Bobich, prospective 2019 Board Member and Architectural Review Chair, and other interested residents of Florence Overlook.

- I. Opening 7:30 PM**
- II. Approval of the Agenda**
- III. Approval of the Minutes from the 9/27/18 Board Meeting and the 10/28/18 Annual Meeting**
- IV. Open Forum**
 - a. Members of the Board and Community are invited to discuss any topics of interest
- V. Treasurer's Report**
 - a. Current Account Balances
 - b. Expected Cash Position at End of 2018
 - c. Review and Approval of 2019 Budget
- VI. Old-Current Business**
 - a. Upcoming Social Events
 - i. Holiday Party, Saturday December 8
 - b. Common Areas
 - i. Repainting of Cemetery Fence, completed November 10-12
 - ii. Removal of dead/dying tree in common area behind lot 21
 - c. Exterior Maintenance Issues
- VII. New Business**
 - a. Architectural Review Board Update and Future Chairperson
 - b. Officer Candidate for 2019-2021 (3-Year Term)
- VIII. Adjournment**
- IX. Executive Session (as Needed)**