Hamlets Grove Homeowners Association Annual Board Meeting 8.16.22 Start Time: 7:03

Board Members in Attendance: via Zoom Meeting

* Rick Waid, President
* Lucy Ford, Secretary
* Anna Azmi
* Muslima Lewis
* Pam McDonald

Officers in Attendance

* Len Schimberg, Treasurer

**Agenda Items**

* Motion made to approve June meeting minutes and post on website.
* **Budget Review by Treasurer**
	+ **Expense Review**: $5,586.00 paid to Master Association dues
	+ **Receivables Status**: As of the meeting, 7 residents are 2QTRS behind and 3 residents are 3 QTRS behind – notices have been sent.

14 residents are 1 QTR behind.

**Closed Action Item** – Len and Rick are looking into ways of simplifying the bill payment process for our residents. This item will be closed out for now as Len believes that everyone is on board with our current process.

* + **Process for Late Receivables**:
		- * First Step – Len sends out statements showing their Past Due Status
			* After 2 QTRs Delinquency – they receive formal letter
* **Master Association Revitalization Plan/Meeting updates**
	+ No updates at this time.
* **Landscaping**
	+ Replacement of plants at the entrances – proposal was received and approved from Yellowstone in the amount of $2,053. \*\* Proposal includes:
		- Removal of viburnum and other plant material and add (19) Pandanus. Fill in (4) missing Carissa. Add 200 sq. ft. of sod behind home on corner of West Entrance to make bed smaller where fence will be added.
		- Board agreed that planting should take place after the fence installation at the West Entrance.

\*\* As of the distribution of these minutes, Anna met with our new contact person, Jose Vazquez, at Yellowstone regarding the landscaping project for the West Entrance and the Irrigation System that was struck by lightning. Jose provided a new quote as prices have gone up since the last proposal. He also suggested that we put in Podocarpus behind the mailboxes instead of Pandanus because Podocarpus can be trimmed and will look good. The new quote is $2,555. Lucy made a motion via email to approve updated quote. Len Schimberg and Steve Carroll also approved via email.

* Removal of Indian Rosewood Tree (across from Rick Waid’s home) – the roots of this tree are invasive which is causing ridges in the road asphalt. Prior to removing the tree, we need to ensure it is not a “Grand Tree”. The owner may also know someone who wants the tree.

**Open Action Item –** Rick will have an arborist confirm that it is not a Grand Tree. Once we know how to proceed, ARB should approve.

* **Fencing Repair and Installation** –
	+ 49th Street – repair has been completed.
	+ Fence installation at the West Entrance - Anna will confirm the quoted price that she received from RMH Fence and Dumpster. The board agreed to move forward with this quote without acquiring multiple quotes due to the issue of vendor availability.
* **Fountains/Ponds**
	+ **Pond Update –** our rep from Aquagenix quit the company and for some period of time our service was not being done. We now have a new rep who has committed to sending an email each time our service is done. For algae containment, the lake can only be sprayed every 14 days.

It was reported that one of the pumps is not working. As of the distribution of these minutes, the pump has been fixed.

It was also reported that the fountain in the middle is coming on at 1:00 in the morning and going off at 1:00 in the afternoon.

**Open Action Item** – Rick will look at the timer

* + **Pond Committee** – a motion was made and approved to establish a pond committee. The committee will consist of Anna, Jan and Dan.
	+ **Healthy Pond Collaborative** – Jan and Dan met with Mollie Holland regarding this County Ecological Program to support and create healthy ponds. They provide financial assistance ($3,000 for 2022-23 and $3,000 for 2023-24) if you comply with their regulations which are:

1.     The grant funding must be used exclusively to purchase water plants and water flowers.

2.     We would need to create a 3 foot buffer around the perimeter of the pond that allows the grass to crow to a minimum of 12 inches in height and when trimmed the dead grass should be cut to fall on land and not in the water.

3.     The HOA would be responsible for all costs associated with planting and maintaining the water plants and continued monitoring of the buffer.  Volunteers could plant and maintain the vegetation as well as monitor the buffer, but she suggested that when you contract a company they are then contractual bond to the maintenance, this is assuming we have a company already doing pond maintenance.

**Open Action Item** – Dan will talk with the residents in Beekman Place

* **Neighborhood Security**
* **Camera Notification Signs** – the Board agreed to install a sign at each entrance that notifies anyone entering the neighborhood that the neighborhood is under camera surveillance. Board is in favor of putting them on the existing pole.

**Open Action Item:** Anna will check on vendors to produce the signs.

* **New Signs for Neighborhood**
	+ **49th Street Entrance Sign** – as of the distribution of these minutes, the sign installation and lighting is complete.
* **Housekeeping/Board Actions**
	+ **Ad Hoc Committee on Home Rentals** –Here is a description of the Committee and it’s work:

A committee comprised of Board members and other homeowners.  (5 members, max)

* Purpose:
* Examine options to manage/restrict the number of home rentals in the Grove and to ensure homeowners and renters comply with Grove rules.
* Consider guidance provided by Grove attorney
* Consistent with law and Grove governing documents, make recommendations to the Board to: (1) revise, if appropriate, restrictions on home rental; (2) implement procedures to review and/or approval rentals
* Meet regularly as determined by the committee
* Submit written recommendations to the Board by (date- what date??) and make an oral presentation at the following Board meeting

Board agreed to retain our attorney to look into issues relating to home rentals.

Regarding changing the existing restriction on the amount of time an owner must own the property before renting from 6 months to 12 months, the attorney’s recommendation is that this would require a 2/3 vote per Article XXII of our Covenants.

**Open Action Item** – Anna will draft email to send to residents regarding proposed change. As of the distribution of these minutes, the email was not sent as it was determined that the vote must be attained via mail and it was recommended that we have an attorney’s guidance on the language to be used. The Rental Committee will meet on September 16th and update the Board at our next meeting.

* + Board to look into standards on what can be placed on the backyards of homes that border the ponds. A homeowner has requested to put up a non-privacy child protection fence. The board agreed to approve this request subject to the final installation specifications.

**Open Action Item:** ARB to standardize fence specifications along the pond

* + Block Party – Sunday, October 16th at 3:00. The budget for the party is currently set at $250.

**Open Action Item** – Anna will draft up flyer

* + Yard Sale – October 21st and 22nd
* **Homeowner Requests/Complaints/Violations**
	+ Status of Violation Letter to HGD #4514 – we will proceed with invoicing the homeowner.
	+ **Violations Committee** – a motion was made and approved to establish a Violations Committee. Temporary members will be Anna, Lucy and Tom. A new section has been added to our website to allow residents to enter suspected violations. This will prompt an email to be sent to the Board so that the suspected violation can be followed up on and appropriate next steps taken.

**Open Action Item** – Lucy will send draft of the Violation Form to all Board members

**Open Action Item** – Lucy will draft up the proposed procedures for Violations

Meeting Adjourned at 9:00 pm Next Board Meeting: Tuesday, Sept 20th 7:00 PM EST via Zoom