



Waters Landing Association, Inc.

20000 Father Hurley Blvd. □ Germantown, MD 20874 □ 301-972-3681 □ www.waterslanding.org

October 16, 2026

Dear Waters Landing Member:

Each year, the Annual Meeting is your opportunity to elect the neighbors who will serve on your Board of Directors and to have a voice in the direction of our community. This year, three (3) seats on the Board are up for election. Enclosed on the 2026 Annual Meeting webpage, you will find the Annual Meeting agenda, the "Meet the Candidates" candidate profiles, the draft minutes of the 2023 and 2024 Annual Meetings, an uninstructed proxy form, and the Association's annual CCOC notice. Please take a few minutes to review them. Your ballot will follow by November 6, 2026.

Key Dates

- **Candidate Forum & Ballot Question Discussion:** Wednesday, November 4, 2026, at 6:00 PM via Zoom. Hear directly from the candidates and discuss any questions on the ballot. Register at <https://waterslanding.org/2026-annual-meeting>.
- **Voting Opens:** By Friday, November 6, 2026.
- **Annual Meeting:** Thursday, November 19, 2026, at 6:00 PM, in person at the Community Center (20000 Father Hurley Blvd) or via Zoom. Register in advance at <https://waterslanding.org/2026-annual-meeting>.
- **Voting Closes:** Thursday, November 19, 2026, when the Annual Meeting is called to order at 6:00 PM, provided quorum has been reached.
- **If Quorum Is Not Reached:** Voting remains open, and the meeting reconvenes Thursday, December 10, 2026, at 7:00 PM. Voting closes when the reconvened meeting is called to order.

What's on the Ballot

Your ballot includes the election of three (3) Directors and approval of the enclosed draft minutes of the 2023 and 2024 Annual Meetings. The 2025 Annual Meeting minutes will be presented for approval at a later date.

Earlier this fall, the Association invited members to submit Ballot Questions; none were received by the October 16, 2026 deadline.

How to Vote

Ballots will be released by Friday, November 6, 2026. **Please plan to vote before 6:00 PM on Thursday, November 19, 2026.** If quorum is reached, voting closes when the Annual Meeting is called to order, and ballots received after that time cannot be counted. Once ballots are released, you may vote in whichever way is most convenient for you:



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- **Online through ElectionBuddy.** By November 6, you will receive an email from ElectionBuddy with a secure link to your ballot. Please make sure the Association has your current email address by contacting the office.
- **By mail.** Paper ballots will be available on request from the Association office beginning by November 6. Mailed ballots must be received before the Annual Meeting is called to order at 6:00 PM on November 19, 2026. Please allow enough time for delivery.
- **In person,** by placing your paper ballot in the secure election lockbox at the Community Center.

To ensure an independent and transparent process, the Association has engaged Action Management to serve as Inspector of Elections. Action Management will receive and count paper ballots and certify the final results, including votes cast electronically.

If You Cannot Attend the Meeting

You do not need to attend the Annual Meeting to participate. Voting online, mailing your ballot, or dropping it in the election lockbox at the Community Center counts toward quorum, and your ballot allows you to abstain on any item if you prefer not to vote on it. Voting is the simplest way to make sure your home is counted.

Members who would rather appoint a representative may instead return the enclosed uninstructed proxy form. The form must name an owner who will attend the meeting, and by naming that person you allow them to vote for you however they choose on matters that come before the meeting. Each owner may hold only one proxy for another member. A proxy left blank goes to the Association's managing agent and counts toward quorum only; management will not vote on behalf of owners. A proxy does not replace your ballot; the Board election, Ballot Questions, and approval of minutes are decided by ballot.

Proxies may be returned to the Association office or brought to the meeting and delivered at sign-in. A proxy submitted for the November 19 meeting will remain valid for the reconvened meeting if one is needed.

Annual Meeting Resolution

This year's Annual Meeting will be prepared for and conducted under the Association's Annual Meeting Policy, which the Board adopted following last year's meeting, together with the Association's governing documents and Maryland law. Developed over eight months with a member comment period and legal review, the Policy sets out the procedures for the election, voting, ballots, and proxies, and establishes how members may submit proposed matters as Ballot Questions in advance so that every participating member can vote on them. Members keep the right to raise motions from the floor. The full Policy, including its exhibits, is available at waterslanding.org/2026-annual-meeting.



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Why Your Participation Matters

Under Article IV, Section 6 of the Waters Landing Association By-laws, at least 51% of all units must be represented, in person or by proxy, to conduct business at the Annual Meeting. With more than 3,400 homes in our community, every response counts.

If quorum is not reached by the time the meeting is called to order on November 19, voting will remain open and the meeting will be reconvened on Thursday, December 10, 2026, at 7:00 PM, in person at the Community Center and via Zoom. Voting will close when the reconvened meeting is called to order. At the reconvened meeting, the members present in person or by proxy will constitute a quorum, and business will proceed as planned.

Thank you for taking an active role in our community. If you have questions about the meeting, voting, or any enclosed materials, please contact the WLA office at 301-972-3681 or wla@waterslanding.org.

Sincerely,

Benjamin Deering, CMCA, AMS
General Manager



WATERS LANDING

2026 ANNUAL MEETING OF THE MEMBERS

November 19, 2026 6:00 PM

Virtual Meeting Link

Hybrid

20000 Father Hurley Blvd

Germantown, MD 20874

OPEN SESSION AGENDA

I. CALL TO ORDER/VERIFICATION OF QUORUM

The community's governing documents requires 51% to meet quorum requirements.

In case a quorum of the membership is not achieved at this first call for the Annual Meeting,

a Reconvened Meeting will be scheduled for **Thursday, December 10, 2026, 6:00 PM**

II. ROLL CALL AND CERTIFICATION OF PROXIES

III. PROOF OF NOTICE OF MEETING OR WAIVER OR NOTICE

IV. APPROVAL OF MINUTES

V. REPORTS OF OFFICERS

VI. REPORTS OF COMMITTEES

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

IX. APPOINTMENT OF INSPECTORS OF ELECTION

X. ELECTION OF DIRECTORS

XI. ADJOURNMENT



Meet the Candidates

2026 Board of Directors Election: Three (3) Seats

The following pages include a profile for each candidate running for the Board of Directors. Candidates are presented in alphabetical order by last name. Each profile lists the candidate's neighborhood and neighborhood type, followed by their responses to the Association's candidate questions.

Please note: Candidate responses are reproduced exactly as submitted and have not been edited or endorsed by Waters Landing Association, Inc.

Your Current Board of Directors

Term end dates are shown so members can see which seats are up for election this year.

Director	Neighborhood	Neighborhood Type	Term Ends
Gavin Green	Highlands	Single Family	2026
Anna Varnavas	Waters Edge	Townhome	2026
<i>Vacant Seat</i>	<i>N/A</i>	<i>N/A</i>	<i>2026</i>
Jordan Straub	Lakeview	Condominium	2027
Mark Sagarin	Country Lake	Townhome	2027
Andy Williford	Deep Wood Village	Single Family	2027
Karen Lamanna	Lakeforest	Single Family	2028

CANDIDATES IN THIS PACKAGE

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HEAR FROM THE CANDIDATES

waterslanding.org/2026-annual-meeting

Candidate Forum: Wednesday, November 4, 2026, 6:00 PM via Zoom

Register at waterslanding.org/2026-annual-meeting



Board of Directors Candidate Profile



Ayaba (Esse) Prince Agbodjan

NEIGHBORHOOD	Highlands
HOUSING TYPE	Single Family

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

No, I have not been in a Homeowners Association before. I have been serving the community at my church as a deaconess, a French and English interpreter and also as an assistant to the Senior Pastor, since 2010.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

I currently serve on the Board of Trustees at my Church as the Treasurer, for the 3rd year.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

I've always wanted to be more involved in our community, but never got the chance too. I felt that this is the time for me to do so, and give back to the community.

Other comments or ideas.

Thank you for your consideration.



Board of Directors Candidate Profile

GG

Gavin Green

NEIGHBORHOOD Highlands
HOUSING TYPE Single Family

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

I have been serving as the President of the Board of Directors of Waters Landing Association for the past 3 years (2024 – 2026). I was a member of the Board of Directors for my previous community, Seneca Forest, here in Germantown, serving on that Board for approximately 7 years (2014 - 2021).

I feel like my time on the board has been spent really listening to the community members and trying to implement solutions that meet the community's needs. In my experience on the board, I have been able to work with difficult personalities and situations, and have been able to handle them by considering all opinions in a way that ensures all parties feel heard and represented.

I have spent countless hours each week addressing HOA issues, whether in extensive board meetings, working sessions, or General Management meetings, or discussions with association lawyers, project managers, contractors, county representatives, and many individual community members. I understand the challenges the community faces as I am very involved in many of the facets of the association. As President, I feel like I have been able to help direct the efforts of the board and management to address the many issues that affect our community.

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Board of Directors Candidate Profile

Gavin Green (continued)

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

I am engineer by trade, and a tradesman at heart. I have a Master's Degree in Electrical Engineering, and have spent the last 18 years with the same defense contractor, currently as a Technical Lead over a team of 12 engineers to successfully support our Department of the Navy government customer. I specifically work on developing data management solutions being implemented through various software capabilities.

I have been involved in the community ever since moving to Waters Landing 5 years ago. I started out attending AERC and Board meetings before deciding to join the board. I like to talk to and work with people, and believe I could be a positive force in the community.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

While I feel like my time on the board has been quite successful in affecting change, I feel there is always so much more that needs to be done. I would like to focus on establishing standards throughout the community, and want to ensure that community members are responsible for maintaining their properties. To do so, we need to ensure our guidelines are updated to today's standards, and are clear and concise. There are still various issues that need to be addressed regarding parking and trash that directly impact all members.

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Board of Directors Candidate Profile

Gavin Green (continued)

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I would like to update our community center and surrounding area to make it a more welcoming space for all community members to enjoy. I want to improve the cell signal in the community as a quality of life improvement, as well as a safety concern, as many members do not have landlines for when power is lost.

Other comments or ideas.

I can be a good voice of reason for evaluating the needs of the community and prioritizing the efforts of the board and management in addressing them. I want to continue making Waters Landing a great place to live. Whether it is large projects like updating the asphalt roadways and community pool bathrooms, or the small projects like updating mailboxes and installing crosswalks, or the details in establishing policies for management and the association to operate by, there is plenty more than needs to get done, and I am able to work as a team to help get these things done.



Board of Directors Candidate Profile



Reza Haghighi

NEIGHBORHOOD	South Shore Harbour
HOUSING TYPE	Condominium

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

Community service. I currently serve as a volunteer member of our Architectural and Environmental Review Committee. Through that role I have reviewed homeowner applications, applied the Architectural Guidelines, and worked to balance individual preferences with the community's design standards and open-space goals. I have seen firsthand how clear guidelines, timely communication, and fair, consistent decisions build trust between homeowners and the Association.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

Education. I hold a Master of Architecture. My training in design, building systems, and site planning helps me evaluate proposals on their technical merits, including safety, drainage, materials, and compatibility with surrounding structures.

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Board of Directors Candidate Profile

Reza Haghighi (continued)

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Property development experience. For the past ten years I have worked in property development as an investor, builder, and designer. I have managed projects from concept through completion, including budgeting, contractor coordination, scheduling, and compliance with codes and approvals. That experience gives me a practical understanding of what homeowners face when they improve their properties, and of the cost and quality tradeoffs the Board weighs when it plans maintenance and capital projects.

Real estate licensure. I have been a licensed real estate agent for two years. I understand how community standards, maintenance, and consistent enforcement affect property values and resale, and what buyers and sellers expect from a well-run association.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

I am seeking a seat on the Board of Directors because I want to put my professional experience to work for our community's property values, appearance, and long-term planning.

If elected, I will work to keep our standards clear and fairly applied, support responsible maintenance and planning, and help homeowners understand the review process. I would be honored to serve.

Other comments or ideas.

No response provided.



Board of Directors Candidate Profile

KK

Karen Kizer

NEIGHBORHOOD Gables/Manorwoods

HOUSING TYPE Single Family

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

I was a Board of Directors member in 2024 and 2025, serving as Secretary. I am currently on the Community Engagement Committee as Secretary.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

My professional background included roles as a Purchasing Manager, Contracts Manager, and Paralegal, through which I developed extensive experience in negotiations, contract review, and financial oversight, including managing budgets for 21 attorneys. I regularly attend WLA Board meetings and Working Group sessions and remain actively involved with the Community Engagement Committee (CEC). During my time on the Board, I attended all community events, drove through the neighborhoods, and spoke directly with residents to better understand their concerns. As a member of the CEC, I have helped the committee offer a broad range of activities—including informational events—designed to reflect and serve the community's interests.

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Board of Directors Candidate Profile

Karen Kizer (continued)

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I have also been responsible for the Community Corner in News Ashore, where I share information about seminars, new laws, and local events that may be of interest to residents. I also currently volunteer with Black Rock Center for the Performing Arts and Germantown Help.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

I would welcome the opportunity to serve on the Board again because I believe there is more work to be done to encourage greater community participation. My priorities would include helping meetings remain focused and efficient while ensuring that residents and committees have meaningful opportunities to be heard; supporting well-planned events that reflect residents' interests; and fostering a collaborative spirit that brings neighbors together to make Waters Landing the best community it can be. Over the past three years, many projects have been undertaken to improve our community. Going forward, I would like the Board to adopt a more focused, accountable approach so that projects previously discussed but not yet acted upon receive the attention and follow-through they deserve.

Other comments or ideas.

I would also like the Board and Committees to work together to create more welcoming opportunities for residents to get involved - whether by joining a committee or lending a hand with community activities when help is needed.



Board of Directors Candidate Profile



Nathanyel Marcello

NEIGHBORHOOD	Lakeforest
HOUSING TYPE	Single Family

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

While I have not previously served on an HOA board, I have dedicated significant time to community service leadership. Most notably, I served as a Cub Scout Den Leader for three years. In this position, I was responsible for planning and leading weekly structured activities, managing den logistics, communicating regularly with parents, and fostering a collaborative, supportive environment for families in our community. This experience honed my communication, organization, and dispute-resolution skills all of which I look forward to applying to our HOA Board.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

I bring a practical community-first perspective and a solid foundation in structured governance to this role. As an engaged community member, I participated in the Waters Landing HOA EV initiative to follow local projects, share resident feedback, and support neighborhood sustainability efforts.

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Board of Directors Candidate Profile

Nathanyel Marcello (continued)

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My background includes specialized coursework in constitutional law and history, culminating in a Mock Constitutional Convention that developed my skills in debate, group consensus-building, and parliamentary procedure. Paired with my practical leadership experience organizing activities and managing logistics as a Cub Scout Den Leader, I am well-equipped to serve our community with thoughtful, collaborative governance.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

My primary motivation for seeking nomination to the Board of Directors is a strong desire to serve our neighborhood while developing hands-on experience in public service and local governance. I view serving on the HOA board as an opportunity to gain practical experience in community policy, budget management, and collaborative decision-making. My goal is to be an approachable, thoughtful voice for residents, working to improve communication between the board and the community, ensure fair enforcement of rules, and support practical improvements that keep Waters Landing a great place to live.

Other comments or ideas.

No response provided.



Board of Directors Candidate Profile

AV

Anna Varnavas

NEIGHBORHOOD Waters Edge

HOUSING TYPE Townhome

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held and length of service.

Hello Friends and Neighbors of Waters Landing!

I am Anna Varnavas, current Board Treasurer and I have lived in Waters Landing for 28 years. I was elected by our community in 2024 to serve as a Board member. Thank you for your trust. The past 3 years have been hard work, keeping your fees low, operational costs reasonable and services strong for all Waters Landing residents. I am volunteering to serve for another term on this Board to continue my work for our community. Please vote for me again. It is an honor and privilege to represent you and to keep Waters Landing a great place to live.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

I have served as a WL Board Member for the past 3 years and I am very familiar with the challenges we face and also the great opportunities for our community to thrive. I bring to this Board years of administrative and budgeting experience.

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Board of Directors Candidate Profile

Anna Varnavas (continued)

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As Director of Administration of a large international law firm in Washington DC, I was responsible for 200 + personnel, 7 departments and a \$30 million annual budget. Also, my education and work experience as an attorney has given me strong communication and negotiating skills. My most important qualification for our Board is that I have lived as a home-owner in Waters Landing for 28 years, giving me firsthand experience of our needs. I appreciate our community and am fortunate to reside here. It will be an honor to continue to serve Waters Landing as a Board member.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

My reason for seeking re-election to our Board of Directors is so I can continue making a positive contribution to the oversight and guidance of Waters Landing, now and for our future. My goal is to work together as a Board member with a team to oversee the policies and finances of our community, work together to ensure responsible financial management, keep assessments low, work cooperatively with all our WL neighborhoods, provide and improve services to all our residents both the young and the aging, and maintain and protect our natural environments. I will work fairly and equitably to keep Waters Landing a great place to live now and for our future.

Thank you for your time and consideration. Please participate as a volunteer for our community, and please vote. In unity, Anna Varnavas

Other comments or ideas.

No response provided.

2023 WLA Annual Meeting
DRAFT MINUTES
12/20/2023

Meeting called to order at 7:00pm by Moderator

Meeting opened with a request from the Moderator to put into the chat “one thing you value about Waters Landing”.

Budget – 2024 Budget is in process. The homeowners will have 30 days to review prior to being voted on by the Board of Directors. 2023 assessment rates will carry over to 2024.

Directions on what not to bring up during the annual meeting:

1. General questions about Waters Landing
2. Trees that need attention, pavement issues, etc.
3. Items for Board action.

For these items, contact the office via phone or email.

Direction from Moderator for process of meeting during open forum:

1. Items to be discussed are items participants would like Board to take up in 2024
2. Raise hand if members want to speak
3. Participants have 3 minutes to speak with questions or comments

Open Forum – conversation & chat

1. Any potential measures that could help make it easier to resolve disputes related to soundproofing. Something along the lines of requirements to have a soundproofing expert to examine the situation and provide recommendations.
2. a. Requesting a detailed document service inventory of all the services the Association provides and which communities those serve. Believes this is key to improving a business-like atmosphere as the Association moves forward.
b. The degree to which members personally identifiable information, privacy information is protected. Are there plans in place for this? Concerns about getting hacked and members’ personal information is released. This is a way to avoid potential lawsuits.
3. Request for by-laws to be updated as well as architectural guidelines that bring changes to include those passed by the state and/or county.
4. Updates from the county aren’t reflected in our current guidelines, that should be. Main concern is it is done properly. Thought there had been a survey, but not sure what those results were, or if they were publicly released. Feels that the Association could benefit from the professional HOA Management Company brought on. Feels there is no reason to reinvent the wheel and they could give guidance and expertise to do the updates the right way.
5. Request that the minutes for this meeting be made available to all members so they can provide comments throughout the year and remember what was discussed in the meeting, instead of waiting until a year later to review and approve.
6. Would like to see more increased activity participation in meetings. Perhaps do neighborhood walks with committees or captains in neighborhoods. Choose a Saturday a month to walk around, collect information like email addresses and what languages they speak in their

households to meet the needs of membership better. Association could reach out to the county to possibly help so we can share the information.

7. Requests the future Board focus on the needs of the different neighborhoods. There are many different neighborhoods with very different needs. Each month have a special focus on that neighborhood. Try to remember that the entire Waters Landing is a large community.
8. Reminder advertising "First Day Hike" – meet at the circle in front of the Community Center at 10:00am on January 1st to start off 2024 with a walk. This is not a Waters Landing organized event, but an opportunity to get neighbors together.
9. a. Whatever legalities need to be discussed or looked into any board or any official meetings, would like to see the possibility of having recorded and recordings made available. That will help all residents for transparency out of the Board.
b. Trash on Crystal Rock – contact the County on their website or call 311 if you see trash that needs to be picked up. This is also the number to call for streetlights that are out.
10. a. One of the first points of order for the new Board should be to get EV indemnification and sidewalk issue solved, which has dragged on for months. Cords are being dragged across sidewalks.
b. Hybrid meetings – would like to see them in person and via Zoom.
c. AERC committee is currently made up of 3 members, who are all in single family homes. Would like to see it be equitable per guidelines and/or by-laws. Townhomes make up 60% of community and should be more represented.
11. Wants to see the AERC reflect the different types of neighborhoods as we actively try to get participation at least minimally so we get necessary input to make rational decisions for each of the various neighborhoods.
12. Off topic – thanks to Susanne for the wonderful volunteering and managing this meeting and debate.
13. A plan to have one official communication. News Ashore is the official communication but have different methodologies that we are using. It would be advantageous to establish a formal, communication to all community members. This will help reduce some of the chatter that is happening in other media forums.
14. Notifications to the Community – seen other associations have signs that are put up when there is an important notification like a Board meeting, at the entrances to the community.
15. In Chat – member can't find the privacy policy on the Waters Landing website or how to adjust cookies. Also, status of Churchill Senior Living, what is the status of the 10 story building, and will it be addressed this year.
16. Neighborhood Area Councils are supposed to be the life blood of the Community. They are supposed to bring budget ideas forward. Encouraging people to organize in their neighborhoods so can have 26 councils advising the Board. Encourage people to stay involved.
17. In chat – Need more information regarding an HOA Management company, what they can do and what the costs look like. Believes a professional look would help the community.
18. In chat – How much money has been spent in legal fees.
19. In chat - AERC approvals should not be limited to individual neighborhoods. Decisions could impact everyone. Some issues affect the entire neighborhood, but things like EV chargers primarily affect TH communities and they should have more say in how that is resolved.
20. In chat – Request for hybrid meetings with Board in person

Motions

1. Mr. Joseph Thume called for a motion to remove Mr. Nicholas D'Ascoli (Vice President) from the Board for reasons unrelated to his service to the community. Mr. Christensen seconded the motion. There was a discussion of various cross-complaints and a rebuttal from Mr. D'Ascoli.
 - a. The meeting was recessed until such time as the vote could occur. A ballot was issued in accordance with association rules. In the end, the motion to remove Mr. D'Ascoli did not receive sufficient votes and ultimately failed.
2. Mr. D'Ascoli called for a motion to distribute the minutes of this meeting as soon as they are available. Request that they be placed on a visible webpage and ask that attendees provide any comments within 30 days then those comments and draft minutes be brought forth at the meeting next year. Mr. Green seconded the motion. A discussion took place of procedure of Annual Meeting minutes vs. Board meeting minute review and whether it is allowed to post draft minutes prior to the next Annual Meeting, which occurs a year later. Ben Andres, the attorney from Whiteford Taylor, joined the call and advised there would not be a problem posting the minutes as long as they were clearly marked as "Draft" and understood they are drafts and may be corrected. Any comments made should be from attendees of this meeting, not the general membership. Motion carried with no objections.

Meeting closed with a request from the Moderator to put into the chat "one thing I will do in community this week".

The meeting was adjourned at 8:32pm.

WATERS LANDING ASSOCIATION

DRAFT Minutes from the Reconvened 2024 Annual Meeting

Thursday, December 12, 2024

In Attendance – Key Persons

- Donald Perper, General Manager
- Luisa Chavez, Assistant General Manager
- Debbie Zelepsky, CEO of Action Management
- A Quorum of the Ownership

In Attendance – Board of Directors

- Gavin Green, President
- Lee Callicutt, Vice President
- Karen Kizer, Secretary
- Anna Varnavas, Treasurer
- Andy Williford, Member-at-Large

I. Call to Order & Verification of Quorum

After a quorum of the membership was not achieved during the first call for the Annual Meeting held on Thursday, November 14, 2024, the Reconvened 2024 Annual Meeting of the Waters Landing Association was held on Thursday, December 12, 2024. The meeting was convened as a hybrid with some participants in attendance inside the Community Center, and others connected using Zoom technology. The Annual Meeting was called to order at 7:02 p.m. Mr. Perper presented an overview of the meeting's agenda and relayed the Rules of Order.

II. Roll Call and Certification of Proxies

As the roll was taken by virtue of owners checking in with the Election Assistant at the virtual front desk, the consensus was to forego reading of the membership list. All members present in person or represented by proxy during the Reconvened Annual Meeting constituted a quorum.

III. Proof of Notice of Meeting

In accordance with Section IV of the Association's Bylaws, proper notice of the reconvened Annual Meeting was provided to all owners of record via two mailings using the United States Postal Service, as well as the Association's electronic newsletter (*News Ashore*), and the Association's website.

IV. Review and Approval of Prior Annual Meeting Minutes

Mr. Perper announced that the minutes from the Association's 2023 Annual Meeting minutes dated December 20, 2023 were not available, and would need to be prepared using the automatic transcript that was produced by the Zoom platform.

ACTION: Ms. Kizer will lead the effort to produce the 2023 Annual Meeting minutes. The draft minutes from both the 2023 and 2024 Annual Meetings will then be posted on the Association's website and Resident Connect. Those minutes will then be voted for approval during the 2025 Annual Meeting.

V. Officer and Committee Reports (Old and New Business)

As the Board of Directors meets monthly to conduct the business of the Association, there were no reports to be presented or items of business to be conducted other than the Election of Officers.

VI. Appointment of Inspectors of Election

With three candidates running for three available positions on the Board of Directors, the vote to elect the three candidates would be done by requesting a motion to accept the ballot by acclamation. A vote by acclamation negates the requirement to appoint Inspectors of Election.

MOTION: Lee Callicutt moved to dispense with nominating Inspectors of Election. Anna Varnavas seconded. The motion carried without opposition.

VII. Election of Directors

There were three positions on the Board of Directors open for election. Calls for Candidates were made in October 2024. Three owners declared candidacy and submitted a candidate qualification statement. The three candidates were (alphabetically by last name): Mark Sagarin, Jordan Straub, and Andy Williford.

MOTION: With three candidates running for three available seats on the Board of Directors, Lee Callicutt moved to elect Mark Sagarin, Jordan Straub, and Andy Williford to the Board of Directors by acclamation. Karen Kizer seconded. The motion carried without opposition.

VIII. Owners' Forum

Following presentation of the Rules of Order by Mr. Perper, and with Ms. Chavez monitoring the Chat feature, questions and comments were then raised by Waters Landing owners (with any action items noted in **bold**):

- Raising concerns about the Board's seeming disinterest in receiving input from the ownership before decisions are made; the Board's failure to operate with transparency during Board Meetings and regarding AERC applications; and the inability of owners to offer input until the end of Board Meetings. The owner urged the Board to review the Association's governing documents, policies, and procedures; and to consider making changes in the manner in which it conducts business and allows input from the ownership.
- Commenting about efforts to obtain a quorum of the ownership on the original Annual Meeting date each year.
- Offering comments about the Architectural and Environmental policies and procedures adopted by the Board on May 22, 2024 – particularly raising opposition to the status sheet information on the website, the noted Open Forum procedures, publication of an applicant's name with regard to AERC applications, and the AERC meeting format. However, the owner commented in favor of publishing an AERC applicant's address for the sake of transparency; and inquired whether the Association is still using street maps to ensure all adjacent and nearby neighbors are informed of pending applications.
- Urging the Board to lift the time limit for owners to speak during Annual Meetings.
- Asking the Board to allow non-Board member owners to make the motions and seconds during Annual Meetings.
- Raising concern that the 2023 Annual Meeting minutes had not yet been prepared, and would not be approved until the 2025 Annual Meeting.

ACTION: The draft minutes from the 2024 Annual Meeting will be posted for owners' review.

IX. Adjournment

MOTION: Mr. Nelson moved to adjourn the 2024 Annual Meeting at 7:31 p.m. Ms. Varnavas seconded. The motion carried unanimously.

Attachment – Statement from Sharon Black read by Anita Weinstein.

WATERS LANDING ASSOCIATION, INC.

ANNUAL MEETING

6:00 PM, Thursday, November 19, 2026

RECONVENED ANNUAL MEETING

7:00 PM, Thursday, December 10, 2026

UNINSTRUCTED PROXY

(GENERAL VOTING PROXY)

This form counts toward quorum and authorizes your proxy to vote on your behalf at the meeting.

Members who would rather appoint a representative may instead **use this form**. It does not replace your ballot. The Board election, Ballot Questions, and approval of minutes are decided by ballot.

You must enter the name of an owner who will attend the meeting. By naming a proxy holder, you authorize that person to vote for you however they choose on any matter properly brought before the meeting. An owner may hold only one proxy for another member; only the Association's managing agent may hold more than one. If no name is entered, or the person named does not attend or already holds a proxy, this proxy will be given to the Association's managing agent and used to establish quorum only. The managing agent will not vote on behalf of owners.

I(We), _____

as owner(s) of property located at

Germantown, Maryland, and member(s) in good standing of the Waters Landing Association, Inc. hereby appoint:

(Required: enter the name of the owner attending the meeting as your representative)

as Proxy, with full power to vote on my (our) behalf, at their discretion, on any matter properly brought before the Annual Meeting of the Waters Landing Association, Inc., to be held Thursday, November 19, 2026, or the Reconvened Annual Meeting to be held Thursday, December 10, 2026.

Signature of Owner _____

Signature of Owner _____

Date _____

DIRECTIONS:

Please return the form to the WLA Office at 20000 Father Hurley Blvd, or have your designated proxy bring it to the Annual Meeting and deliver it at sign-in. This proxy is revoked if you attend the meeting in person.



Annual Notice to Residents of COC's



We want you to know about the Montgomery County Commission on Common Ownership Communities

Montgomery County recognizes that a substantial proportion of all its citizens now live in condominium, cooperative, and homeowner associations, generally called "common ownership communities." In order to serve better the special needs of these communities, to act as their advocate, and to maintain and improve the quality of life in these communities, the county created the **Commission on Common Ownership Communities**, operating under the authority of Chapter 10B of the Montgomery County Code.

The commission has 3 basic duties:

Education: The commission provides free information to both members and governing bodies about their rights and duties under Maryland law, as well as advice on how to properly operate the association, and avoid complaints. Among other tools, it offers a "Community Manual and Resource Guide" for boards of directors, and detailed information on such topics as architectural control, assessments, and meetings – all of which can be found on the commission website. It also publishes a newsletter summarizing recent developments affecting common ownership communities. Commissioners will speak to communities and their boards on request and welcome invitations to do so.

Legislation: The commission advocates for common ownership communities concerning proposed laws and regulations at the local and state level.

Dispute resolution: The commission can hear and resolve certain disputes between members of the communities and their governing bodies, and its decisions are legally binding on the parties. Copies and easy-to-read summaries of its decisions are posted on its website and reviewed in its newsletter.

The commission is composed of 15 volunteers who are appointed for three-year terms. Eight members must be residents of common ownership communities and the other seven must be professionals who work with the communities, such as property managers, lawyers, developers, and realtors. Every fall, the county publishes a request for applicants to the commission to replace those whose terms are due to expire.

For more information on the Commission and its services, visit its website at:

www.montgomerycountymd.gov/ccoc

If you have questions or need advice, the CCOC prefers to be contacted by email at:

CCOC@montgomerycountymd.gov

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