

HILLANTRAE HOMEOWNERS ASSOCIATION, INC.
Minutes of the Regularly Scheduled Board of Directors Meeting
Online - 6:30PM
Monday, February 27, 2023

The meeting was called to order at 6:33 pm. Jeryce Sims, Richard Brown, Margaret Rose and Stephanie Bobo were present representing the Board of Directors and thereby establishing a quorum. Robyn Williams arrived to the meeting at 6:46 pm. There were thirty-four (34) homeowners present. Cpl. Blackwell was present representing the PG County Police Department. Officer Cooke was present representing PG County Animal Control. Marshall E. Hunter, CMCA, AMS and Kelsey Sullivan, CMCA represented Meredith Management, AAMC. Introductions were made.

ADDITIONS/CHANGES TO THE AGENDA: On motion duly made by Ms. Bobo, seconded by Mr. Brown, and unanimously carried; ***the board accepted the agenda as presented.***

PG COUNTY SHERIFF'S OFFICE REPORT: Cpl. Blackwell reported there were two stolen vehicles in the community recently. One of the vehicles was recovered. She reminded homeowners not to leave their vehicles running unattended. She reminded homeowners to not leave their vehicle unlocked with the keys inside nor any valuables. She informed the membership there would be a community walk event in the near future when it is warmer outside. She answered questions of homeowners in attendance.

ANIMAL CONTROL REPORT: Officer Cooke reminded the membership of the law; pet owners must have their pets licensed and vaccinated for rabies. He informed the membership of the department's wildlife policy. Wildlife outside of the home would not be responded to by Animal Control unless it is deceased. Wildlife in any living quarters of the home would have an officer dispatched. He informed the membership the pit bull ban in the county has been temporarily suspended. He provided a detailed oversight of Animal Control's procedures when a report is called into them. Officer Cooke answered homeowner questions of those who were in attendance.

Ms. Bobo exited the meeting at 7:06 pm.

MINUTES: On motion duly made by Mr. Brown, seconded by Ms. Rose, and unanimously carried; ***the October 17, 2022 Board of Directors meeting minutes were approved as written.***

FINANCIALS: On motion duly made by Mr. Brown, seconded by Ms. Rose, and unanimously carried; ***the board accepted the October 2022 – January 2023 financials as being received.***

COLLECTION STATUS: The most recent collections report from Helfrich and deLozier was shared with the board via email prior to the convening of the meeting.

A. Bad Debt Write Offs (0) – None

OLD BUSINESS: None

NEW BUSINESS:

- A. Ratification – 2023 - 2028 Landscaping -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the contract with Green Forever in the amount of \$40,120.00 per year.***
- B. Ratification – Appointment of Sakina Kingwood to Christmas Decorating Committee Chair -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the appointment of Ms. Kingwood to the Christmas Decorating Committee Chair position.***
- C. Ratification – Resignation of Vanessa Bowie from Christmas Decorating Committee -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the resignation of Ms. Bowie from the Christmas Decorating Committee.***
- D. Ratification – Hospitality Expense -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the reimbursement to Ms. Tawanda Williams in the amount of \$171.64.***
- E. Ratification – Pet Station Maintenance Increase -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the pet waste station cost per visit increase from \$16.00 per service to \$21.00 per service from PoopScoop Troopers.***
- F. Ratification – Holiday Lights Installation and Storage -** On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the contract with Stoney Creek in the amount of \$2,845.00.***

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- G. Ratification – Holiday Decorating Contest Winners** – On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board ratified the holiday decoration contest winners; 1st Place \$150.00 (12500 Minnehan Ct) – 2nd Place \$100.00 (12505 Tobias Ct) – 3rd Place \$75.00 (12807 Jervis St).***

COMMITTEE REPORTS:

- A. Architectural Review (AECC) – Mr. Al Pate** – Mr. Pate reported the committee is still learning the new portal. Management informed Mr. Pate they would reach out to review the new portal with him and answer any questions he may have.
- B. Community Day – Ms. Robyn Williams** – Ms. Williams reported the board is reviewing if a Community Day will take place in 2023.
- C. Hospitality Committee – Ms. Tawanda Williams** – The committee has delivered all gifts for 2022 with the exception of one. They have been having issues connecting with the homeowner and will continue to work towards connecting to drop off the Welcome to the Community gift. The committee will start working on the three new homeowners for January 2023 shortly.
- D. Christmas – Ms. Sakina Kingwood** – Ms. Kingwood thanked Ms. Bowie for her service on the committee. Ms. Kingwood announced the winners of the 2022 contest and went over honorable mentions.
- E. Information Technology Committee – Mr. Mike Toussaint** – No Report
- F. Hearings & Fines – Ms. Vanessa Bowie** – No Report.
- G. Community Liaison – Ms. Venetia Brown** – Ms. Brown informed the membership that Saturday, April 22 is Growing Green with Pride Day. She requested that any member in the community interested in spearheading the event for the community notify herself or the board. Ms. Brown addressed the recent uptick in juvenile crime and the county's holistic approach to address the issue. She reminded the membership of package theft opportunities and how to decrease your chances of becoming a victim. She echoed Cpl. Blackwell's reminders earlier in the meeting regarding vehicles and reminded homeowners to lock their doors and close their garages. She reminded homeowners exterior alteration applications are required for any changes to the exterior of a unit. She also informed the membership that DPIE requires licenses and permits for certain projects. She concluded her report by reminding homeowners that vehicles with expired tags cannot be parked on your property for over 48 hours.
- H. Yard Sale Committee – Mr. Edward Deshields** – The Yard Sale Committee will plan to move forward as they did last year. In May, they plan to have a survey sent out to the membership gauging their interest in participating in this year's yard sale. If ten or more homeowners are interested, the yard sale would move forward. If less than ten express interest, the yard sale would be cancelled. The tentative date for the 2023 yard sale is Saturday, June 10.
- I. Neighborhood Watch Committee – Mr. Brandon Harris** – Mr. Harris reiterated Cpl. Blackwell's and Ms. Brown's crime prevention reminders from earlier in the meeting. Mr. Harris discussed the two vehicles that were stolen on Christmas Day and a vehicle that was canvassing the community where a passenger got out and was trying door handles of vehicles. Mr. Harris concluded his report with additional crime prevention reminders.

OUTSTANDING ISSUES FOR MANAGEMENT ATTENTION: None

CAA (Council on Architecture & Aesthetics) VIOLATIONS: The current Covenant and Architectural reports are available to the board by logging on to the Vantaca portal. Management informed the membership to submit their applications for exterior alteration applications via the Vantaca portal moving forward.

HOMEOWNER FORUM: In accordance with Article 11B-111 of the Maryland HOA Act, a homeowner's forum was conducted. Topics of discussion included:

- Frequency of Holiday Decorating Contest winners
- Yard sale
- Security cameras
- Kidder Rd construction
- Reporting streetlights out in the community
- Wrecked vehicle
- Vehicles parking by the park for over 48 hours and suing the county. Several homeowners expressed concerns with the lack of county response addressing their concerns related to vehicles parking by the park for over 48 hours. The membership has requested to get the Association's attorney involved in an effort to have the county take action against the vehicles parking by the park. The board reported they would meet with the membership and the Association's attorney to review this issue. Mr. Rodney Beverly, Ms. Joyce Tyson, and Ms. Tasha Harris

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will reach out to Ms. Medrano with their contact info so a meeting between the board, the Association's attorney and themselves can be scheduled.

EXECUTIVE SESSION: None.

GIFT CARD RAFFLE. Mr. Aaron Glover of 12815 Piscataway Landing Dr won the Association's gift card raffle and received a \$25.00 gift card to Olive Garden.

ADJOURNMENT: On motion duly made by Mr. Brown, seconded by Ms. Sims and unanimously carried, the meeting adjourned at 8:16 pm.

Respectfully Submitted:

Approved at a Regularly
Scheduled Board Meeting:

DocuSigned by:

Marshall Hunter

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Marshall Hunter
Association Management Specialist (AMS)
Maredith Management, AAMC
Managing Agent for Hillantrae Homeowners Assn., Inc.

DocuSigned by:

Stephanie Bobo

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Secretary
Board of Directors