

HILLANTRAE HOMEOWNERS ASSOCIATION, INC.
Minutes of the Regularly Scheduled Board of Directors Meeting
Online - 6:30PM
Monday, July 10, 2023

The meeting was called to order at 6:31 pm. Jeryce Sims, Richard Brown, Margaret Rose, Josette Beverly and Stephanie Bobo were present representing the Board of Directors and thereby establishing a quorum. There were thirty-two (32) homeowners present. Cpl. Blackwell was present representing the PG County Police Department. Marshall E. Hunter, CMCA, AMS represented Meredith Management, AAMC.

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

PG COUNTY SHERIFF'S OFFICE REPORT: Cpl. Blackwell reported there has been no crimes reported in the community since the last meeting. She reminded homeowners to lock their vehicles. She reminded owners of 2015 and before Hyundais to make sure their vehicles got the necessary updates to decrease the opportunity for them to be stolen. She informed the membership to let her know if there are any paid admission parties they are aware of as these are illegal without the necessary permits. She informed the membership their station will not be hosting a NNO but will host a movie night on August 4. Cpl Blackwell answered membership questions of those who were in attendance. Topics of discussion included:

- Someone shooting a gun in the park
- Fireworks
- Parking on the street in front of the park

ELECTION OF OFFICERS: On motion duly made by Mr. Brown, seconded by Ms. Beverly, and unanimously carried; ***the board elected the following officer positions for the 2023-2024 term.***

President – Jeryce Sims
Vice President – Richard Brown
Secretary – Stephanie Bobo
Treasurer – Margaret Rose

MINUTES: On motion duly made by Mr. Brown, seconded by Ms. Bobo, and unanimously carried; ***the February 27, 2023 Board of Directors meeting minutes were approved as written.***

FINANCIALS: On motion duly made by Ms. Bobo, seconded by Mr. Brown, and unanimously carried; ***the board accepted the February 2023 – May 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 (1)** – On motion duly made by Ms. Sims, seconded by Mr. Brown, and unanimously carried; ***the board approved the bad debt write-off of one account in the amount of \$214.98 as recommended by the Association's attorney.***

OLD BUSINESS: None

NEW BUSINESS:

- A. 12400 to 12404 Hillantrae Drive Tree Trimmings** - On motion duly made by Ms. Beverly, seconded by Mr. Brown, and unanimously carried; ***the board tabled the proposal submitted for additional review.***
- B. Entrance Sign Electrical Repairs** - On motion duly made by Ms. Bobo, seconded by Ms. Beverly, and unanimously carried; ***the board tabled the entrance sign electrical repairs proposal. The board would like the manufacturer of the lights to be confirmed prior to proceeding to ensure the lights installed will last longer than the last set of lights.***
- C. Ratification – Hospitality Expense** - On motion duly made by Ms. Bobo, seconded by Mr. Brown, and unanimously carried; ***the board ratified the reimbursement to Ms. Tawanda Williams in the amount of \$169.35.***
- D. Ratification – 3603 Jervis Street Tree Trimmings** - On motion duly made by Ms. Bobo, seconded by Mr. Brown, and unanimously carried; ***the board ratified the contract with Stoney Creek in the amount of \$859.00.***
- E. Ratification – 3102 to 3104 Kidder Road Tree Trimmings** - On motion duly made by Ms. Bobo, seconded by Mr. Brown, and unanimously carried; ***the board ratified the contract with Stoney Creek in the amount of \$1,390.00.***

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COMMITTEE REPORTS:

- A. Architectural Review (AECC) – Mr. Al Pate** – No Report
- B. Community Day – Ms. Robyn Williams** – No Report
- C. Hospitality Committee – Ms. Tawanda Williams** – The committee reports they have delivered gifts to 4-6 homeowners since the last meeting and the new homeowners have really appreciated it.
- D. Christmas – Ms. Sakina Kingwood** – Ms. Kingwood reported she will be searching for additional volunteers/judges in the coming months to judge the upcoming Holiday decorating contest in December.
- 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 thanked the board and management. She reported the massive potholes on South Springfield would be addressed this construction year by the county. She reported the potholes on Gardner would be scheduled next construction year. She reported she submitted 311 requests to the county to address the sidewalk cracking and buckling issues in the community. She thanked the board for having the low hanging branches in the common area pruned back. She reminded homeowners that if trees on their property are encroaching on the sidewalks it is their responsibility to prune those back. She reported on the notices about the water main break that were sent by WSSC. She discussed leaky toilets and the affect on your water bill. She concluded her report by giving details on the upcoming back to school festival that will take place on August 19.
- H. Yard Sale Committee – Mr. Edward Deshields** – Mr. Deshields reported there were 12 participants in this year's yard sale. He reminded the membership he is a committee of one and requested the membership volunteer to assist. Ms. Brenda Lewis of 12503 Minnehan Court volunteered to assist the committee. She will reach out to the Association's community manager so the board may appoint her to the committee and she may be connected with Mr. Deshields.
- I. Neighborhood Watch Committee – Mr. Brandon Harris** – No Report

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.

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

- Tree trimming and pruning
- Trash can visible violations
- Timeline on park work completion
 - President Sims reported she would reach out to her contact for an updated timeline on the park work completion. She has requested that update be shared with Ms. Delores Furman.
- Exterior alteration applications
 - Ms. Wade of 3206 Kirkpatrick Court requested an update on the status of her application. Management reported they would check with the committee and provide an update to the homeowner accordingly.
- Abatement sessions with the police department mediating neighbor to neighbor concerns

GIFT CARD RAFFLE. Ms. Tawanda Williams of 2913 Kidder Rd. won the Association's gift card raffle and received a \$25.00 Darden's gift card.

ADJOURNMENT: On motion duly made by Mr. Brown, seconded by Ms. Bobo and unanimously carried, the meeting adjourned at 7:36 pm.

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Respectfully Submitted:

Approved at a Regularly
Scheduled Board Meeting:

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

Secretary
Board of Directors