

Oella Homeowner's Association (OHOA)  
Regular Meeting of the Board of Directors  
Westchester Community Center

September 10, 2007

President Amanda Lauer called the meeting to order at 7:03 PM, pursuant to notice duly given. Board members present were Larry Rodbard, Chris Innes, Kathy Tompkins, Toni Mullin, Marcia Ames and Anne Altemus. Other members present were Charles Wagandt, Liz and David Lychenheim.

The July minutes were submitted previously via email to all board members prior to the meeting. Upon motion duly made by Director Chris Innes and seconded by Director Marcia Ames, it was unanimously resolved to accept the July minutes. President Lauer will post the approved July minutes to the OHOA website.

**President's Report**

- Dead tree(s) removal completed in several areas.
- OHOA Attorney is now sending bills to the OHOA post office box rather than sending them directly to Director Innes.
- New OHOA board email address. All emails sent to this address are automatically forwarded to each board members email address.
- Mutt Mitts – Economized by researching alternative mitts resulted in less money and increased quantities (1000, 1-ply versus 800, 2-ply) per case order.
- Mill Parking Issues and Noise – Numerous complaints received from OHOA residents concerning the noise and illegal parking of cars by construction crew. Mill contractors contacted repeatedly with requests to address the problem – warnings from general contractors to subcontractors re-issued.
- Long Brick Row – Guests are parking in numbered spaces. President Lauer suggested purchasing personalized parking signs (\$40) indicating “Numbered Spaces Are For Residents Only” which would be posted at the Mutt Mitt stations. Board discussion ensued that this would be a good idea as long as the parking signs are posted in prevalent areas, e.g. visible to people pulling into the spaces. It was suggested that a better long term solution would be numbered parking tags.
- A neighbor of a vacant property is concerned with the tree dangling over the roof gutters. Treasurer Larry Rodbard will follow-up with the realtor and report a status back at the next board meeting.
- Annual Board Meeting – President Lauer has received a request to hold the meeting in warmer months to increase attendance. This matter will be considered for next year's annual meeting.
- Maryland House and Garden Pilgrimage – President Lauer reported that she received a request from Ms. Lisa Baum for a list containing OHOA residents and addresses for the purpose of ticket solicitations, since Oella is one of several historic communities involved with this activity. Board discussion ensued as to privacy issue concerns. After much discussion, Director Richard Gambrill made

a motion to release the list of Oella residents, the motion was seconded by Dr. Innes. The vote was taken and the board did not approve the motion.

### **Architecture Review Committee (ARC) Report**

Director Innes reported that some residents erected a deer fence on their property without prior approval from the ARC. Director Innes is requesting the board's approval to send a letter (draft letter was sent out to all board members via prior to the meeting) to the residents informing them that they need to remove the fence or submit a retroactive application and plans to the ARC for approval or a fine will be imposed, subject to a hearing if requested by the homeowners. After much board discussion, Director Anne Altemus made a motion that the board support the ARC's decision and to send out the letter as presented by Director Innes. Director Ames seconded the motion on the floor. The vote was taken and the board approved the motion.

### **Treasurer's Report**

Treasurer Larry Rodbard distributed the following documents to all members present at the meeting; Balance Sheet and Statement of Earnings, As of August 31, 2007. Treasurer Rodbard presented the Treasurer's report and noted that the OHOA bank account is stable and the finances continue to be in good standing. Below are the highlights of the Treasurer's report:

- Landscaping bills through July have all been paid.
- All outstanding back dues owed for a foreclosed property have been received by the Treasurer.
- Delinquent Dues - Treasurer Rodbard reported that there is one resident who is having trouble paying all of their bills and he is working with this resident to come up with a reasonable payment schedule.
- 2008 Budget Plans (to be finalized at a later date):
  - Recommending a parking increase.
  - Not recommending any increase in dues at this time.
  - Community/Property Management
    - At the request of President Lauer, Treasurer Rodbard will obtain estimates for a community/property manager to handle property management along with accounting duties.
    - Treasurer Rodbard proposes to keep costs as low as reasonably possible. He is looking for someone to provide current accounting services along with equipment facilities that can provide folding and mailing services.
    - Treasurer Rodbard plans to allow for \$800 per month for handling accounting duties only.
  - Landscaping – No increase in budget, same budget plans as last year.
  - Paving – Director Gambrell will be presenting bids to Treasurer Rodbard for budget planning purposes.

## **Landscaping Report**

Director Toni Mullin provided the following status:

- Director Mullin reported that she has exhausted the additional funds requested this year for landscaping.
- 6 new trees from Sun Nurseries will arrive on October 8<sup>th</sup> and will be planted around Long Brick Row and Timber Point to replace dead/diseased trees. Director Mullin is asking for volunteers to keep the trees watered.
- Timber Point – Director Mullin reported that the dead trees and stumps have been removed.
- Lillies Lane – Director Mullin reported that she has received a request from one of the Laners to have some landscaping work done at the entrance corner to the Lane. This work will commence around next Spring.
- Long Brick Row – Director Mullin reported that there are erosion problems and that the landscaper has provided an estimate of \$350 to begin work on the problem in September.

## **Semi-Annual OHOA Walkthrough Discussion**

President Lauer recommended that the board implement a semi-annual walkthrough of all OHOA areas to assess current and future needs of the association and that all members would be invited to come along on the walk. It was agreed upon that the first date for the walkthrough should be after the mandatory common area cleanup, tentative date scheduled for the first weekend in October. After much board discussion, Director Ames made a motion to implement a semi-annual OHOA walkthrough. Director Ames seconded the motion on the floor. The vote was taken and it was unanimously approved by the board.

## **Short Brick Row Trash Can Issues**

Director Altemus reported that she will be sending out a draft letter to all board members to review that will be sent out to several resident owners upon board approval concerning the issues with the uncovered trash containers behind Short Brick Row, next to the salt box. The accumulated trash in these open containers is both unsightly and smelly. This letter will state that it is required that all unlidded trash cans be replaced by lidded ones for compliance with Baltimore County Code regulations. The letter will also ask residents to move their trash cans closer to their residences.

## **Parking Issues**

- Towing - Director Ames reported that the contract has been renewed for towing, Greenwood Towing Company, and that she and President Lauer are the point of contacts for authorizing the towing of vehicles.
- Striping – Treasurer Rodbard noted that a decision was made back in the late 90’s not to stripe and number all of the parking places in the community. There is a need for striping and the spaces need to be properly measured (8.5 feet). There is \$40K available monies to be spent. There are 32 usable parking spaces on Short Brick Row with 16 residences. Out of those 32 allocated parking spaces, 12 spaces have been deeded to the following residences: 737, 739, 741, 743, 745, and 747. (Note: 2 spaces deeded for each of the 6 residences) The deeded spaces are

owned by those residences and must be maintained by the residence. Residences 720, 722, and 781 have 6 parking spaces allocated to them located on the Mary Jo Way parking pad. Board discussion ensued as a need for the property owner to provide an accessible solution (steps) to access those parking spaces on Mary Jo Way. Discussion ensued as to the parking space allocation with regards to residence 763 A&B. Treasurer Rodbard will research the status.

- Long Brick Row – Director Gambrill received estimates for the repairs, repaving and resealing of the road behind Long Brick Row. This work will have to be done in warmer months when the temperatures can't be below 30 degrees.

### **Annual Board Meeting Discussion**

President Lauer reported that the Annual Board Meeting and Elections will take place on December 10, 2007. Letters notifying the OHOA residents along with the proxy ballots need to be received by November 20<sup>th</sup>. The board secretary is responsible for performing these duties. President Lauer mentioned that she needs to draft a Presidents Letter and mention the upcoming meeting along with a solicitation for candidates on the OHOA website blog. A board discussion ensued concerning proxy voting and procedures. It was agreed upon that the results of voting will not be announced at the annual meeting. Election results will be announced following validation of proxy votes. The enforcement of Article VII, Section 1(b) of the blue book describing the Powers and Duties of the Board of Directors, which states that the Board of Directors shall have the power to “suspend the voting rights of a Member during any period in which such Member shall be in default in payment of any Assessment levied by the Association; such rights may also be suspended after notice and hearing as provided in Section 3 for a period not to exceed sixty (60) days for violation of the Declaration or rules and regulations or, in lieu thereof, the Board of Directors may impose a fine for such violation after notice and hearing as provided in Section 3” if the need arises.

### **Historic Oella Sign Maintenance**

President Lauer began the discussion raising a question to the board whether the sign needs to be painted or removed? The sign does not mark the boundary of the historic district. The sign marks the boundary of the OHOA. It was also recognized that the historic sign may reside on the property of Nancy Pascale and Bill Knapp. After much board discussion, Treasurer Rodbard will contact the property owners to determine a course of action.

### **Architectural Control**

A status update was deferred to the next board meeting because Director Innes left the meeting early due to travel.

### **New Business**

Nothing to report.

### **Member/Resident Input**

President Lauer asked to take a vote to allow for member/resident input at this time according to the OHOA bylaws. Director Altemus made a motion on the floor that the

board entertains resident/member input and Director Gambrill seconded the motion on the floor. The vote was taken and the motion was approved to accept member/resident input. Several discussion topics were brought up including zoning status of the Oella Church building, Dutch Hotel and the Mill (all 3 properties are zoned for both commercial and residential), window air conditioning units, formal Proxy voting procedures and satellite dish issues. Several documents were received from a resident, including a response from his lawyer regarding the board's request that he cease and desist all harassing behaviors.

The meeting was adjourned at 8:50 PM.

Respectfully submitted,

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Kathy Tompkins, Secretary

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Amanda Lauer, President