

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

May 12, 2008

President Steve Appler called the meeting to order at 7:07 PM, pursuant to notice duly given. Board members present were Anne Altemus, Toni Mullin, Kathy Tompkins, Joe Greer and Scott Hall. Marcia Ames was not able to attend the meeting. Other members in attendance was a Lillies Ln resident.

Minutes from the April 21st meeting were submitted previously via email and the draft minutes were posted on the OHOA website. Secretary Kathy Tompkins mentioned that she had received no changes to the minutes. Upon motion duly made by Treasurer Scott Hall and seconded by Director Joe Greer, the minutes from March 12th were unanimously approved. Secretary Tompkins will remove the draft watermark from the minutes and send the approved minutes to Ms. Amanda Lauer to be posted on the OHOA website.

Treasurer's Report

Treasurer Hall reported that we have \$64K in our savings account which is earning .9% interest from Bank of America. Treasurer Hall mentioned that Capital One provided the best investment for moving our reserve account because of the interest rate earned which is 3.75% with a minimum balance of \$5K, free online bill pay, the ability to write checks and pay individuals from the account, view statements online and the issuance of a debit card are a few of the privileges received by switching banks. This account would yield us an extra \$2K in interest income annually. Director Greer made a motion to move the OHOA savings and reserve account (not the checking account) from Bank of America to Capital One. The motion was seconded by Secretary Tompkins. There was a call for discussion on the floor. There was no discussion and the motion was voted on. The vote was taken and the motion was approved unanimously by all board members.

Treasurer Hall reported that several homeowners are in arrears concerning their dues. He will be notifying those homeowners who are a month (30 days past due) in arrears. This amounts to about \$2500 in arrears which is about 12% of our operating income.

Treasurer Hall reported that 604 Pleasant Hill is still an issue. President Appler reported that the lien papers have been served.

A discussion ensued concerning the amount of money that UHY Associates is charging OHOA for performing accounting functions and it was mentioned that the OHOA has not signed any official agreement with UHY Associates. The OHOA Board will be receiving bids from other recommended accounting firms to determine the best value for services rendered.

Architecture Review Committee (ARC) Discussion

Director Joe Greer provided the following updates:

- 720 Mary Jo Way – Resident received approval for painting the addition.
- 722 Mary Jo Way – Resident received approval for tree removal.
- ARC Member – Director Greer reported that he needs to get in touch with the nominee before officially nominating them for the position.
- 752 Oella – Owners repaired cellar door and painted it a metallic silver color which is not compliant. Director Greer reported that this is still an outstanding issue.
- 762 Oella – Cellar door needs repainting.
- 530 Oella - Treasurer Hall reported that he had talked with the resident concerning the drainage pool problem and it has been resolved.

HOA Landscaping and Common Area Maintenance

Director Toni Mullin reported on the following:

- 875-935 Spring Street – Director Mullin received estimates from 2 companies to remove the large tulip poplar tree and trim the box elder. Appalachian Tree Service's bid was \$3200 and Cutting Edge's bid was \$5000. Director Mullin reported that the cost to trim the box elder is \$320. Vice President Anne Altemus made a motion to approve the funds to have the tulip poplar tree removed and the box elder trimmed. The motion was seconded by Director Mullin. There was a call for discussion on the floor. There was no discussion and the motion was voted on. The vote was taken and the motion was approved unanimously by all board members.
- Timber Point (Charles James Circle) – Director Mullin proposed a perennial garden at the center point of the circle. She reported that she has received a quote of \$1600 for prepping the garden. Residents have volunteered to do the labor for the garden.
- Outhouses – Director Mullin received a quote of \$200 to paint the outhouses plus material costs from our landscaper. She recommended that the colors for the outhouses should be Behr Imperial Palm (green), New Roof (red) and Country Lake (blue). All board members agreed with the color scheme. Treasurer Hall made a motion that the funds be approved to paint the outhouses with the recommended color scheme. The motion was seconded by Director Greer. There was a call for discussion on the floor. There was no discussion and the motion was vote on. The vote was taken and the motion was approved unanimously by all board members.
- 770 and 780 Oella – Reported that mowing was completed and that the mowing will be stopped for 780 because the resident is responsible for mowing their property, not the OHOA.
- 761-765 Short Brick Row – President Appler will work with Mr. Charles Wagandt to resolve this ongoing problem with the trash cans.

Mill Liaison Discussion

Vice President Altemus reported that she, Director Marcia Ames and President Appler met with Southern Management representatives; Mr. Ronald Frank, President and Chief Operating Officer, Ms. Pamela Martin, Director of Community Relations and Mr. Roy Raines, Resident Property Manager. Mr. Raines is the onsite resident manager and will represent the tenants and work with the OHOA. Vice President Altemus provided the following status:

- Parking – Southern Management indicated that the Mill parking situation is good, they have more spaces than needed by the tenants. There are 1.74 spaces per rental unit.
- Mill Race – There will be no access to the trail via Long Brick Row.
- OHOA Membership – Mill residents will not be members of the OHOA. They may be interested in a special associate membership.
- Meeting Space – There is none available for use by the OHOA.
- Use of other Mill facilities, e.g. gym – Mill facilities are not available to OHOA members.
- Air Conditioning Fan Noises – The Board has received a complaint concerning the loud noise from the Mill air conditioning fan unit. Southern Management is addressing the problem.

A discussion ensued as to the role the Mill representative will have with regards to the Board.

Old Business

CCR/ARC Review – Nothing to report.

Parking Hangers – Ms. Amanda Lauer drafted a policy which needs to be reviewed by the Board. Discussion ensued that we need a way of tracking the resident's vehicles so that in case a resident doesn't have their parking tag they won't get towed. A suggestion was to have members enter their vehicle tags via the web and any changes/updates could be sent to an OHOA mailbox for updates/changes only. The community would be notified of the registration process when the quarterly statements are sent out. Tags will only be distributed to those residents when they have completed vehicle registration. This process is necessary to ensure that a database is created and maintained to prevent residents from having their vehicle(s) unnecessarily towed.

761-763-765 Oella – Discussion ensued concerning this property. There are 3 residences listed on the platt but more than 3 residences exist.

Property Management – Vice President Altemus mentioned that the Request for Proposal (RFP) needs to be refined and sent back out to those companies who have sent us literature so that they may be able to provide updated bids. Also, President Appler recommended some companies and the RFP needs to be sent out to those companies.

Pleasant Hill Rd – Baltimore County removed trailer and took care of cleaning and repaving the road leading up to Pleasant Hill.

Parking Line Numbering – Treasurer Hall presented the letter to the Board and some minor revisions were made. This letter will be sent out to the Pleasant Hill residents and we will wait on their response before proceeding with further action.

Erosion of hill behind Short Brick Row – At the February 11th meeting, Mr. Geoff Baker presented a video to the Board showing the erosion of the hill as a result of water runoff coming down from Mary Jo Way. This problem was investigated by President Appler and Mr. Richard Gambrell. At tonight's meeting, President Appler reported that the water runoff problem stems from a pipe from Pleasant Hill according to Mr. Charles Wagandt.

Lillies Ln Parking Assessment – President Appler reported that the plats indicate that the area across from Lillies Ln is OHOA property. There is a utility easement that goes through it but it is still considered OHOA property. A discussion ensued as to what the Board should do about that property since it is in need of some maintenance. President Appler will look into the feasibility and the cost of paving the area and look at enclosing the area where the residents dump the trash so that the area is not blocked by cars.

New Business

604 Pleasant Hill – As discussed earlier, the lien papers on this property was served on May 1st.

Lighting Behind Short Brick Row – Director Marcia Ames was looking into this and will report at the next meeting.

Poll of HOA members to seek spending priorities – Discussion ensued among board members concerning polling the community to gauge interest level in expenditure of funds. The Lillies Ln resident mentioned that the Board needs to focus on improving the community by enhancing our property values which requires spending more on landscaping. The Lillies Ln resident brought up some issues concerning the quality of the landscaping work that was done at Lillies Ln. The tree that was planted in the garden was a poor specimen according to comments received from Ms. Lisa Baum, a master gardener. Discussion ensued concerning doing due diligence in ensuring that we are receiving a quality product/service for services rendered. Also, a discussion ensued as to the need to develop a strategic long term plan which should be the role of the Property Management company that will be selected by the Board. The Board needs to determine the maximum expense that is needed for lot maintenance and have that money held in reserve to handle those expenses.

Duplication of effort of Board Members for Problem Resolution – President Appler raised the topic concerning the need to avoid several directors trying to solve the same problem separately at the same time. He mentioned that once a problem is brought to the Board's attention we need to have a Director take the lead on the problem and then

delegate some of the responsibilities as needed to other directors. Hopefully this will avoid everyone from stepping on each other's toes.

Business Advertisement on the Blog – Since the OHOA is not tied to the blog then there are no concerns with placing advertisements on the blog since it is not supported or sponsored by the OHOA. There is a disclaimer on the blog stating that the OHOA doesn't endorse any of the businesses that are posted on the blog.

Input from Community Members

Nothing to report.

The next board meeting will be held on June 9th at 7:00 PM in the Westchester Community Center.

The meeting was adjourned at 9:15 PM.

Respectfully submitted,

Kathy Tompkins, Secretary

Steve Appler, President