Minutes of the December 21, 2015 Board of Directors Meeting
Oella HOA

Note: People referred to by their first names correspond with those listed in attendance, except for Julia McCoy of ACM and Susan Rappaport of Davis, Agnor, Rappaport, and Skalney (Attorneys).

- The meeting was called to order at 7:07 PM by Jake Wilson, President
- Attending: Jake Wilson, Jennifer Anderson (Treasurer), Scott McClurg (ARC Chair), Julia Graham (Vice President), Laura Bellows (Landscape Chair), Mark Ford (714 Oella homeowner).
- November minutes were reviewed; Jake motioned, Laura seconded, unanimously approved.

ARC Report (Scott McClurg presenting)
Oella ARC Meeting
Wednesday December 2, 2015
6:30pm – 6:45
Westchester Community Center, 2414 Westchester Ave, Ellicott City, MD 21043

I. Meeting Called to Order
   A. Called to Order by Nancy Pascale, 6:40pm

II. Attendance
   A. Charles Wagandt, ARC member
   B. Nikki Brooks, ARC member
   C. Nancy Pascale, ARC member
   D. Julia McCoy, ACM Recording Secretary

III. Architectural Applications
   A. 817 Charles James Circle, App #76979
      1. Approved by three votes
      2. Two abstentions
         a. Scott McClurg
         b. Laura Bellows
      3. Conditions approved on;
         a. Shingles must GAF shingle, Royal Sovereign, in Slate which is an approved color.

IV. Adjournment
   A. Meeting was adjourned at 6:45pm.

There was no landscape report other than discussion of the contracts with Davey Tree (see below).

Treasurer’s Report (Jennifer Anderson presenting). Don Dreyhoff (Board member at large) arrived at this point.

For November

- Income: 2,651.00
- Expenses: 4,646.00
- Cash on Hand
  Money Market: 7,857.97
  Operating Account: 57,406.74
  Reserve: 79,223.16
  Petty Cash: 2,322.74
• Total Delinquent Dues: 2,602.45 – 1,624.33 decrease from November (as of 12/21)

814 CJC – 260.80– has been behind since 2014, made a $400 payment 7/10/15, getting behind again

750 Oella – 305.50– fines have stopped accruing – letter sent requesting violations be resolved – application received on deadline – board decided that fines will stand. ARC application approved – owner has requested all fines waived – board waived fines only after 1st ARC application date, letter sent – fines have been paid

875 Oella- Behind two assessments – will need letters if don’t catch up

772 Oella dues overage – has chosen refund

• Audit report shows that reserve owes money to general fund - Jennifer looking in to this

• Jenn is to send the old collections letter to Don and Jake. Don and Jake are to develop a new collections policy.
• Jenn checked with ACM on their data base. They are dependent on homeowners for correct email and mailing addresses.
• 1st quarter invoices have gone out. It will be clear that the full annual amount is not due at this time.

Old Business:

Davey Tree contract
• Tree trimming contract: Jake moved and Julia seconded motion to approve the contract, motion passed unanimously.
• Riverside clearing contract: (action deferred until after discussion of letters from 714 Oella owner).

New Business:

There was an extensive discussion of the letters from Mark Ford, who was present.
• The board agreed that we would ask the spring inspection team to inspect common elements (especially those in the reserve study) and note those in need of repair or replacement.
• Don moved and Jenn seconded a motion to pay Susan for 1 hour of time to evaluate if the Spring Street clearing project is within our authority under HOA bylaws and CCRs. The motion passed unanimously. Mark Ford is to be sent a copy of Susan’s response.
• We discussed if we can use reserve funds for things not in the reserve study (like the washout across from Lillie’s Lane). Jenn will ask Julia at ACM about this.

After this discussion, Jake moved and Julia seconded a motion to approve the riverside clearing contract with Davey. The motion passed with Julia, Scott, Laura, and Jake voting yes and Don and Jenn voting opposed. (Old Business)

• Jake will ask Bruce to put the 2014 Reserve Study on the website.

• The check has been written to Jake for the GoDaddy hosting refund.

• ACM will be asked to complete the spring inspections by April 8.

• The 2016 Annual Meeting will be on November 14.
• One new sand box needs to be built by NLC (either for SBR or Spring St). Jake moved and Scott seconded a motion to approve up to $250; motion passed unanimously. Ask for an hourly rate for repair work that is needed.

• All board members were asked to make sure that the salt boxes are in place in their areas.

• Jenn asked that James address with Curtis where snow from SBR driveway is piled (not blocking the drains and sidewalk in front of LBR houses across the street). James needs to discuss with Curtis when plowing will occur.

• There only issue raised in the audit/management report for 2014 was that one item was not paid out of the reserve that should have been.

• There has been no response from the homeowner regarding the requested Mutt Mitt dispenser on Race Rd so the issue will be dropped.

• A complaint was received from a homeowner about blocked sidewalks. Julia G will write an email regarding trimming bushes, removal of trash and recycling cans and clearing sidewalks of snow to go out community wide.

• In the same email, we will inform homeowners of the meeting schedule for 2016 for the board and the ARC. This will be sent by mail and email the owners address. Julia and Bruce will be asked to post the same info on the webpages.

Parking Issues:
• Problem with 781 tenants parking 1-3 vehicles overnight in SBR parking continues. Their assigned parking is the small pad in front of the house or on MJ Way. Jenn will find ACM letter sent the last time. Scott is to record make model and tag number of each car and draft a new letter stating that if the problem continues the vehicles will be towed. The letter will be sent to the tenants and the owner by certified and regular mail.

• Private Property/ No Parking signs have appeared at the 2 southernmost spots of Spring St. Research shows that 947 does in fact own the spaces. The Greenwood Towing sign needs to be retrieved from the riverbank at his location.

• A late model Ford Mustang has been parked in SBR for 2 months without moving and no one knows anything about it. Scott to report it the police.

Meeting was adjourned at 9:35 PM

Minutes submitted by Julia Graham, Vice President.