

## **COMMITTEE/MEMBER MEETING**

**Rockingham Conservancy, Inc.**

**April 4, 2018, 7:00 pm**

### **Minutes**

Attendees: Gary & Sarah Baker, Dawn & Wes Worrell, Steve & Lisa Johnson, Brian Kane, Mike Franko, Joe & Kerri Young, Charles & Lynne Collins, Pennie & Jim Guske, Jeff Wright, Bill & Margie Landers, Fred & Heather Baxter, Brandon Ritch, Brian Hohn, Phil Previti, Tressa Alspaugh, Peter & Eileen Lacey

Wes Worrell called Committee meeting to order at 7:18pm. Steve Johnson seconded.

Sarah Baker read meeting minutes from Beautification/Social Committees. (Stated she will email a copy.) Missing manhole from Village View was replaced. Spoke to the town about the street signs. If HOA replaces them, HOA will be responsible for the repair and upkeep. At this time it up to the town for repair.

Bids for the electricity for permanent lighting at the sign have not been received yet due to the weather. Committee will have bids before next meeting. Potomac Edison will put a meter at the sign for free because it will be considered a commercial account. Discussed solar options, but not recommended. HOA will need to get town approval as the sign is on town property.

Social committee delivered a welcome mat to new community member.

Gary Baker read meeting minutes from the Bylaws Committee. (Stated he will email a copy.) Committee's main concern is to have Victor Peeke sign over/vacate his Declarant rights.

Brian Kane stated that Victor Peeke is no longer the Declarant, and that his rights devolved to the Association because he owns no property in the HOA or situated around the subdivision. He explained that all owners can change the Bylaws. He also stated that he will provide a memo to the Board on how to change the Bylaws.

Member Meeting commenced:

Wes called the Member meeting to order at 7:37, Steve seconded.

Wes read previous meeting minutes. Approved by Gary; Brandon Ritch seconded.

Treasurer Report was read by Dawn Worrell. Also requested official adaptation of the FY18 Budget.

Motion to approve brought by Gary; Jim Guske seconded.

Community Vote: Yes – 15, No – 0

Dawn stated that member meeting mailings were sent out on 3/22/18.

Member Comments:

Peter Lacey asked who held the plowing contract. Was told it is the Towns responsibility.

Brian Hohn updated on the towns discussion regarding the maintenance of the roads. The town is aware of the road conditions.

Sarah stated that Apple Valley provides the trash cans for free.

Committee Updates:

Sarah provided Social Committee updates: Would like to get welcome packets together for new members. Would also like to start a meal train for members who have had surgery, are sick, etc.

Beautification updates: Manhole cover was replaced on Village View. Working on getting permanent lighting at the sign per Boards request. Would like to organize a community clean up day.

Gary provided Bylaw Committee updates: Reading through the Bylaws to update, clean up and make clearer. Working on making document searchable.

Jim asked what exactly will be changed.

Bill Landers stated he does not want the Bylaws changed. He stated that everyone who bought into this community read and agreed to the documents before buying. Does not want boats or RV's in the neighborhood.

Gary stated that he talked to others from other communities and wants to fix errors, etc. Stated that everyone wants the Covenants to be clear and concise.

Steve stated that the meetings should and will be held in a more neutral place in the future.

Brian Kane stated that it was a good idea to review the HOA Bylaws every now and then. He stated that our Bylaws are unique.

Brian stated that there are three levels of documents governing the HOA:

DCCR – which covers boats, architectural standards, and other ways property can be used. To change these it requires 2/3 of property owners (57 homes) to approve. MD law has changed, so it is now 60% (51 homes) of affirmative homeowners to approve a change. He stated that it is a challenge to change the DCCR's.

BYLAWS – state how the association is run, office, duties and committees. This requires a quorum (1/10 of available votes) to change. Affirmative vote is 2/3 of members at the meeting because it does not change the way you can use your property.

(He did not go into the third level: Articles of incorporation)

Brian Kane also advised on common area – Board can impose rules on the common area.

He also advised to look at what concerns the community; the town is in control of the roads. All towns in the state are trying to get funding for maintenance and repair of roads.

He stated that he would be happy to appear at meetings, including Bylaw committee meetings for questions regarding what will change, etc. He stated that more community participation is better. Stated that if there is a proposal brought forth to make a change, to get the text of the changes out to the community well in advance for review.

It was asked if a quorum wasn't present, in person or by proxy which items are required to go to the next meeting. Brian explained the meetings: Posting of agenda and committee meeting at informal meetings. All association meetings announcements must be mailed. Jim asked about Bylaw committee meeting. Brian stated Facebook notification suffices.

Fred Baxter asked to table the committee items for another meeting, Steve seconded.

Steve discussed plans on common area – 4 quotes were taken to clear it up and mulch the area. Solar light discussed. Picnic table, and Benches at the end of the walkways.

Fred asked about the foundation and stated he does not want the solar lighting. Concerned about what will happen if kids hang out there all night.

It was mentioned to have a trail camera set up.

Jim suggested that a paved trail would be better than benches.

Steve stated that it can't be paved due to restrictions. It will be mowed to keep the trail open.

Fred asked to confirm that 2 benches, 1 picnic table was all that would be placed in the area. Then asked if there was another place considered for this type of community area. He suggested another area off of Turkey Tract.

Steve stated that if this is approved, it will be at another meeting.

Kerri asked for a drawing of what it will look like when complete.

Steve stated that he would like the Beautification/Social committee to get the drawing together.

Steve stated that there would be some tree removal, others will be raised. Stated the proximity to the Bakers property and that the area would stay down inside the foundation area.

Wes read the scope of work from one of the quotes that was received.

Brian Hohn asked where the capital reserve will come from.

Brian Kane explained that normally a reserve study is done, which costs approximately \$2,500 to identify the replacement cost of the capital. He also stated that the BOD can use prudent judgment for determining the replacement cost and set aside a reserve.

Phil asked about special assessments. Needs majority of class member's approval.

Chip stated he does not want a special assessment. There is money in the bank.

Jim asked how to get the budget for the common area passed before the next fiscal year; wants to use existing funds to get these projects completed.

Brian K. stated that it can be financed the way the community wants it to be financed. It can be brought up for approval in next meeting to establish a reserve budget for the capital improvements (the light at the sign and the community area) wanted.

Fred wanted to confirm again, about number of picnic tables and benches in area. Wanted to confirm that the foundation stonewalls will stay in place. Does not want a gazebo.

Fred stated that the trenching for the sign at the front will be under \$5,000. Suggested giving Jaffe Electric a call for a quote.

Everyone agrees that light is a good idea.

Fred stated that the light in the ground will need to be replaced every 5 years or so.

Steve wants to propose another meeting next month to vote on budget amendment and make reserve for the three pieces of capital.

Steve motioned to table and discuss common area and sign light at next meeting; Gary seconded.

Steve informed the community that Brian Hohn stepped down from the Board of Directors. He stated that the Board decided to appoint the next person with the highest votes from the last election and that they asked Ed Williams and that he accepted. (He was not present due to previous commitments)

Wes motioned to adjourn. Fred seconded. 9:25pm