

**Forest Glen Station Homeowner's Association
Executive Board Meeting and Annual Association Meeting
January 14, 2008**

I. Call to Order. The Annual Association Meeting was called to order by the President at 7:33 P.M. The meeting was held at Montgomery Hills Baptist Church, at the corner of Georgia Ave. and Forest Glen Rd.

Other Board Members Present: Catherine Bocskor, President; Kevin Covert, Vice President; Allen Feuer, Treasurer; Francis O'Donnell, Secretary; and Chuck Ehrlich.

Others Present: Susan Morris, Clara Witt, Rodney Rudd, Joshua Pitlick, Neil Efrom, Doug Keeton, Judy Tiktin, Lesya Covert, Norah O'Donnell, Mike Pina, Tony Martella (CMI).

II. Establish Quorum / Approval of Minutes of Last Meeting. The President confirmed Mr. Martella's report that, between the members present and the proxies received by CMI, a quorum had been achieved for the purposes of the Annual Meeting and voting on Board Members and changes to the Covenants. The Board approved the minutes from the meeting of December 10, 2007 after adopting several changes offered by Mr. Ehrlich, Ms. Bocskor, and Mr. Covert.

III. Officer/Committee Reports

A. Treasurer's Report. The Treasurer presented a written report for 2007. The text read as follows:

"For the year, we experienced a loss of \$3,755.72. We had budgeted \$81,016 for receivables and collected \$78,728.97. The difference of \$2,287.03 is mainly attributed to the delinquency of 4 homeowners. Total Income was budgeted at \$86,016 and we took in \$83,280.54 for a difference of \$2,735.46. We had budgeted \$86,016 for expenses and spent \$87,361 for a difference of \$1,345.00. There was also a net positive transfer from reserves of \$325, bringing the loss to \$3,755.72. Our overage on expenses mainly came from snow removal (\$4,991), Income taxes (\$1,608), and electrical maintenance (\$699). As of 2008, we have added a reserve category for snow removal to cover expenses over our budgeted amounts. In 2008, we will update our Reserve Study and make sure we are setting enough money aside to cover our future maintenance needs."

Mr. Ehrlich asked about the positive transfer from Reserves. Mr. Martella explained that the difference was related to the use of reserves for the Tot Lot. In reply to Mr. Covert, Mr. Feuer explained about the lighting expenses, the snow removal in December, and the delinquent assessments. He noted that the Association lawyer is in the process of writing to those whose assessment payments are in arrears.

Mr. Martella commented that there are a couple of items on the agenda for which he will provide more information. He reported for the record that the repairs to the parking area in front of 7 Clark Court have been completed by the Washington Suburban Sanitary Commission.

B. Parking and Safety Committee. Mr. Rudd got an email from a person from another community and he responded to that. He also tried to make a request to the county about the streetlights going on and off, but, the last time he checked, the lights seemed to be on. He announced that the next meeting of the Parking and Safety Committee will be on February 13 at his home at 2207 Kimball Place.

C. Landscaping and Grounds Committee. Mr. O'Donnell gave a brief report on items that had been forwarded by Mr. Hughes, the Chair of the Committee. He noted that several areas near the Tot Lot had been re-seeded in the fall. The Committee hopes to replace some dead or dying plants in the spring. The President reported on an owner who had cut some trees in a forest reserve area in order to preserve a line of sight for his satellite dishes. It was noted that the owner consolidated his dishes into one larger dish in front of his house that can receive all the signals for which he had required 3 dishes. This location reportedly is in compliance with

FCC regulations. Ms. Covert noted that the issue of satellite dishes was discussed by the Covenants Committee but the HOA has no authority over such dishes. The Board reminded the Committee that certain owners have offered to donate money for additional landscaping. Ms. Covert alluded to a foundation that will hand out trees and plants for planting and recommended the HOA contact the foundation.

D. Special Committee re Land Use. This special Committee met in November and walked around the neighborhood. Ms. Montes, Ms. O'Donnell, and the President participated. The former was willing to spearhead this effort, but needs help from the community. The Committee has not given up but additional community participation is needed. Ms. Tiktin said she is willing to help in the spring. The President said that she will keep Ms. Montes posted.

E. Covenants Committee. The next meeting is 5 February at 7 PM at a to-be-determined member's home. Discussion revealed that date is a Tuesday, so the meeting may be rescheduled to another day because it is "Super Tuesday" for primary elections. The President noted that the deadline for registering to vote in the primary election in Maryland is January 22.

F. Social Committee. No report.

IV. Open Forum. Mr. Efrom took this opportunity to thank the Board for doing its job during the past year.

V. New Business

A. Resolution Recognizing the Service of the Outgoing President. Mr. Covert introduced a resolution, approved by the Board, recognizing the service of the outgoing President, Catherine Bocskor, who has served as President for the last 3 years. The text of the resolution reads:

"The Board of Directors of the Forest Glen Station Homeowners' Association hereby recognizes the outstanding service of its President, Catherine Bocskor, and gratefully acknowledges her unwavering dedication and selfless service to the community."

B. ListServ. The President introduced Mr. Pitlick who made some comments about managing the ListServ. He discussed the following subjects: moderated vs. non-moderated ListSers; uncertainty about Yahoo's rules; membership approval by an administrator; a moderator could filter messages that go on the ListServ; Yahoo service is free; and, possible automatic posting of messages with occasional moderator's review of content. Discussion among the Board and other Members present covered the following: a moderator could remove objectionable content and notify the sender; the HOA does not have a ListServ policy at present but perhaps should; contributors should be reminded that messages go to the whole group; and, a disclaimer could be put on every message. The President suggested posting a proposed policy on the ListServ before requiring a moderator. The policy would have to be posted on the ListServ and on the HOA web site. Mr. Covert recommended adding Mr. Pitlick as an administrator so that he could review procedures. The two of them could make some decisions about content and how to notify the members. Mr. Ehrlich suggested consulting a lawyer about what can be done. The President said that there could be a retention policy for messages. In response to a question from Mr. Ehrlich if this subject has come up in other communities, Mr. Martella said he was not aware of it but he said he would ask around. Mr. Feuer expressed concerns about not limiting free speech. The President noted that the Board wants to make sure that no one sues the HOA because of ListServ postings. Ms. Covert asked if the Board is protected from liability if its actions were made in good faith. She thought that the By-Laws might provide for this. A motion was made and approved requesting Mr. Covert and Mr. Pitlick to explore these issues and that Mr. Pitlick be appointed as another administrator of the ListServ.

C. Pay for Use of the HOA Meeting Place for The Year 2008. Mr. Martella has spoken to the church secretary, Terry, and confirmed that the HOA will continue to make a donation of \$60 every six months.

D. No Trespassing Sign. The President reported on this topic, summarizing events to date. Following Internet discussions about moving the picnic table and posting a “No Trespassing” sign, she asked Mr. Martella to do both, and CMI complied. She expected a small sign but the large sign that was erected did not comport with her expectations. Mr. Rudd noted that the Board had not discussed the location of such a sign. Mr. Feuer suggested a smaller sign be placed in another location nearer the grill. The Board agreed to ask Mr. Martella to have CMI take down the sign. With respect to the location of the picnic table, Board and Members’ discussion covered: perhaps the table should be moved back to its previous location; many dog walkers used to sit on the bench; there had been reports of non-HOA members hanging out on the table; its location in the Tot Lot makes it useful for families with children playing in the Tot Lot and for the annual picnic; the present location on a slope renders the bench not comfortable; and, other locations in the Tot Lot would be better. After much discussion, the Board concurred in referring this issue to the Landscaping and Grounds Committee to take up at its next meeting.

E. County Presentation to Board. Mr. Covert reported that he had contacted the Montgomery County Commission on Common Ownership Communities and two individuals had volunteered to present a workshop at the February HOA meeting. This workshop would help both the Board Members and Committee Chairpersons. Discussion resulted in a proposal to have this presentation at the March 10 Board meeting. Mr. Covert agreed to finalize such an arrangement with the individuals who will present the workshop.

VI. Old Business

Request for Architectural Change. Mr. Covert reported that, pursuant to the Board’s decision at the December meeting, Ms. Witt, Mr. Keeton, Mr. O’Donnell, and Mr. Covert had met to draft language for Board to consider in attempting to achieve a compromise with the owner regarding the fence and landscaping alongside the back portion of her town home. The Board discussed the draft motion and approved it with one amendment added. The text of the final, Board-approved motion, is as follows:

The Board of Directors of the Forest Glen Station Homeowners Association hereby grants the appeal of the owner of 9834 Darcy Forest Drive and approves the request for architectural change to construct a fence and landscaping on the side of the property, with the following conditions:

1. The owner will not use the fenced-in area as a pen or dog housing. (I.e., The dogs will be outside for short periods of time and will not be left unattended.) The owner is responsible for keeping the area neat and sanitary.
2. Should the current owner sell the property, or should both of the owner’s current dogs die, the owner will remove the fence.
3. The fence will remain as currently constructed (i.e., no modifications to height, length, color, style, etc).
4. The Board will revisit the issue within, but no later than, six months to ensure compliance with the specific terms of this agreement.

The Board of Directors is favorably disposed to grant this appeal because of the unique circumstances of this application, and the characteristics of this townhome, i.e., the townhouse is an end unit with a side lawn so that the fence does not obstruct public passage over community common lands, and the presence of the adjoining forest retention area makes the fence unobtrusive to public view.

VII. Election of Board Members & Vote on Covenant Amendment

A. Appointment of Inspector for the Election. Mr. Rudd and Ms. Covert volunteered and were appointed as inspectors.

B. Introduction of Candidates: There were no nominations from the floor for the two open positions on the Board of Directors. The previously nominated candidates were Mr. Doug Keeton, Ms. Clara Witt, and Mr. Francis O'Donnell. The candidates were given the opportunity to speak to the membership.

C. Explanation of Covenant Amendment – Amendment to By-Laws. The President introduced the subject of the proposed amendment for paragraph 7.q.2. The change would remove certain language and add other language pertaining to composters. The President read the draft language. The text of the proposed revision is as follows:

Section 7.2.(q) – No recycling, garbage, trash containers or composting container shall be kept on the front yard of any Lot. No recycling, garbage, trash, or composting containers shall be kept on the rear, or side yard of any Lot, unless screened from public view in a neat and attractive manner. Composting within the boundaries of Forest Glen Station shall be allowed only in a high quality manufactured composting container with a lid and vents. Composting may be practiced only on single family home lots. Single family homeowners who desire to maintain a composting container will follow recognized best practices for composting (no meats, cooked foods, dog waste, etc.).

D. Voting and Results. Mr. Martella and the two appointed inspectors then tallied the votes from those present and from the proxies. The results were that Mr. Keeton and Mr. O'Donnell were elected to the Board, and that the proposed amendment to the Covenants was approved by a majority of the members present and proxies.

VIII. Next Meetings - The next meeting will be on Monday, February 11, 2008, at 7:30 PM, at the same location. All HOA members are encouraged to attend. The subsequent meeting will be on March 10, 2008. This open Annual Meeting adjourned at 8:59 P.M. After the Annual Meeting closed, the new Board met in closed session to elect its officers. The President asked, and the Board concurred, that the minutes reflect the Board's appreciation and thanks to the Committee Chairs and members for their service to the Association.

IX. Closed session of New Board for Officer Elections. Mr. Covert asked Mr. Ehrlich to guide the procedure for electing officers. Following discussion among the members of the Board, the Board elected the following officers: President – Kevin Covert; Vice-President – Allen Feuer; Treasurer – Charles Ehrlich; and Secretary – Francis O'Donnell. Mr. Keeton will serve as Member-at-Large.

The Board then discussed the Committees and agreed that there is a need to solicit members and Chairs for the Committees. Mr. Keeton agreed to canvas the existing committees and reach out to the community for committee members. The President asked Mr. Keeton to contact each of the present Chairs to ask them to submit a brief summary of what the committee's responsibilities and activities are. The content will go into a newsletter that will be distributed to the community by February 1 asking for additional volunteers. The committees are: Budget and Finance, Covenants, Social, Grounds and Landscaping, Parking and Safety, and the special Land Use Committee.

The meeting adjourned at 9:45 P.M.

Respectfully submitted,
Francis L. O'Donnell, Secretary