

**Forest Glen Station Homeowner's Association**  
**Executive Board Meeting**  
**May 11, 2009**

**I. Call to Order:** The Board was called to order by the President at 7:34 P.M. The meeting was held at Montgomery Hills Baptist Church, at the corner of Georgia Ave. and Forest Glen Rd. Present were Francis O'Donnell, President; Birgit Mitchell, Vice President; Clara Witt, Secretary; and, Joe Hubbard, Member at Large.

**Others Present:** Melanie Mullaney (CMI).

**II. Approval of Minutes of Last Meeting.**

The Board approved the minutes from the meeting of the Executive Board on March 23, 2009.

**III. Officer/Committee Reports**

**A. Treasurer's Report.**

Ms. Mullaney reported on the May 8, 2009 Financial Report. The Board had no questions, but final acceptance will be deferred until Mr. Ehrlich has a chance to review the report.

**B. Parking and Safety Committee.** The Board discussed a proposed revision to the parking policy. The intention of the proposed policy is to assure equitable parking for all homeowners given the limitations of parking space in FGS. Further revision to the proposed policy will be made for policy clarity and the proposed policy will be presented for Board consideration at the next meeting. Once approved, the new policy will be posted on the HOA website and be included in the HOA information sheet for new homeowners. The Board emphasized that because the community was originally designed with the expectation that garages would be used for parking, garage parking is considered integral to the equitable allocation of parking spaces in the community.

**C. Landscaping and Grounds Committee.** By letter, Vincent Hughes reported that the developer and county completed needed work on the storm water retention pond. He also reported that the shrubs and trees recently purchased by the HOA will be installed soon. The Committee walked around the community with Ms. Mullaney and inventoried any further needed community-grounds repairs. These included the relocation of a cherry tree that is blocking visibility of a stop sign at the corner of Darcy Forest Dr. and Clark Pl. and the filling in of a sink hole near the tot lot. A&W will present the Board with a bid for doing the work. The Board also discussed options for repairing the street and alley corners damaged by trucks. Ms Mullaney will continue to get quotes for different repair options for the Board to consider.

**D. Covenants Committee.** Ms. Mitchell is querying the Committee to confirm current membership. The Committee needs at least 3 members. Volunteers are welcome!

**E. Social Committee.** No report. The Board anticipates Committee messages about a June or July Community picnic.

**IV. Open Forum.** No discussion

**V. New Business.**

**A. Report from Mr Schild:** Mr Schild reported that the Community's common property was deeded to the HOA on March 4, 2009, and the transfer was recorded in the land records of Montgomery County of March 12, 2009. He is also making sure that the mailing address of the HOA is on file with the State

Department of Assessments and Taxation (SDAT). As above, he reported that Montgomery Country has assumed responsibility for the maintenance of the structural elements of the water retention pond following its recognition that such responsibility was transferred to the County in September 2004. The Community is still responsible for general maintenance of the pond's grounds, such as mowing, removing debris. The correct mailing address for the HOA needs to be shared with the SDAT.

**B. Landscaping recommendations following the walk through the Community:** See above.

## **VI. Old Business.**

**A. Work on Storm water retention pond:** See notes above.

**B. Parking:** See note above.

**C. Designation of 2<sup>nd</sup> Reserved Parking Places on Darcy Green Place and Darcy Green Court:** Owners of homes without garages are entitled to two designated parking spaces near their homes. CMI has been asked to coordinate the marking of assigned parking in coordination with the surface-sealing work on our community streets and driveways this summer.

**D. Information sheet for new residents:** The information sheet for new residents was reviewed by Mr Schild and is being revised and finalized for Board consideration at its next meeting.

**E. Report from Mr Schild:** Mr Schild has sent a bill to the Board to cover his services.

**F. Newsletter from Mr Schild:** Mr Schild shared with the HOA a copy of his firm's periodic newsletter. A pdf file of the newsletter is posted on the HOA website. The newsletter contains information about MD HOA laws and policies such as insurance, board meeting procedures, and association books and records maintenance and accessibility to homeowners.

**G. Other:**

Ms Mullaney reported that she has the bid for the street and driveway sealant and is working with the bidder to get desired revisions and options before presenting the bid to the Board for a final decision to proceed.

CMI has agreed to scan and archive committee meeting records for permanent storage.

**H.** The Covenants committee has been asked to review and provide advice about a query received by the Board on the placement of large generators and lattice work under town home decks.

**VII. Next Meeting.** The next meeting of the Board is scheduled for Monday, July 13, 2009, at 7:30 PM at the Montgomery Hills Baptist Church.

Respectfully submitted,  
Clara J. Witt, Secretary