

Forest Glen Station Homeowners' Association
Executive Board Meeting
October 5, 2009

I. Call to Order: The Board was called to order by the President at 7:37 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; Chuck Ehrlich, Treasurer; Clara Witt, Secretary; and Joe Hubbard, Member at Large. Others Present: Camilla Jones, Allison Martin, Susan Morris, Joey Joseph, Ganesh Shrestha, and Venus Daye.

II. Approval of Minutes of Last Meeting. Following approval of additions and changes to the draft minutes of the August 24 meeting, the Board approved the amended minutes.

III. Officer/Committee Reports

A. Treasurer's Report. The last Cash Accounting Financial and Management Report from CMI was reviewed by the Treasurer before the meeting and he summarized some important items in the report. It was noted that:

- The budget is on target for the year.
- The HOA may now be paying quarterly estimated taxes to Maryland.
- The law firm Pickett and Oliverio has sent a letter to one homeowner who is delinquent for HOA assessment payments. The letter informed the owner that, if the overdue assessments are not paid in a timely manner, a lien will be placed on the property and a suit may be filed.
- Overall delinquency for assessment payments seems to be down.

It was further stated that an estimated \$3200 per year will be considered for placement in next year's budget. Mr. Schild, our attorney on retainer, has shared a newsletter from his firm about homeowner association matters in Maryland. That newsletter contained the news that new Maryland laws require homeowner associations to have fidelity insurance to protect the association against fraud or theft of funds by association officers, directors, and managers.

B. Parking and Safety Committee. No report.

C. Landscaping and Grounds Committee. No formal report. CMI will be asked to follow up on the transfer of the cherry tree in front of the stop sign at Clark Pl. and Darcy Forest Dr. CMI is still working on bids for the curb repairs.

D. Social Committee. There will be a combined block and Halloween party on Saturday, October 31, from 3 to 7 pm at the Tot Lot. Notice will be posted on the website and bulletin board. Consideration is being given to having a community event in the spring.

E. Covenants Committee. No formal report. As the last Committee meeting was not announced prior to being held, the Board requests (motion passed 5/5) that the Committee re-hold its meeting after giving appropriate notice so that the process of choosing a Committee chair is transparent to all Association members. The Board has a general intention that all committees make public notice before their meetings so that anyone wanting to attend is able.

IV. Open Forum. Parking problems in the neighborhood were discussed. See below under Old Business.

V. Old Business.

A. CMI Reports. CMI will be asked by phone to continue following up on curb repairs and tree relocation as the CMI representative was unable to attend this Board meeting.

- B. Parking.** In a lengthy discussion on the parking situation in the community, the following issues were discussed: equitable use of available parking spaces; County standards for parking; zoning regulations about the number of spaces per dwelling; the definition and use of common spaces by Association members; the reservation of parking spaces; local Fire Department codes; an inspection by fire marshals who measured Darcy Green Place and found that the east end of the street is too narrow to allow curbside parking; the procedures for towing cars on Association property; a shortage of available spaces late at night; inadequate lighting in the lot off of Darcy Green Court; safety; use of garages for purposes other than parking; lack of close control of the issuance of guest parking passes; and the authority of the Association or the Board to reserve spaces for particular dwellings. Following the discussion, the Board concluded that more information is needed about what state and county codes and regulations about parking allow. The Board will talk with Mr. Schild to get his opinion and interpretation of the covenants and state and county laws and regulations concerning parking and for him to advise the Board about how much latitude it has in deciding parking issues on behalf of the Association. A motion passed (5/5) that authorized the Treasurer to spend up to \$2000 for Mr. Schild's advice and to ask him to come to the next Board meeting to discuss these issues. CMI will be asked to investigate what are the Fire codes for streets.
- C. Parking Permits.** A suggestion was made that new parking passes be issued and current passes be cancelled to help resolve some of the parking problems experienced by residents. It was noted that it is not clear how many passes are in circulation and whether or not passes are being used appropriately. The allocation of new passes will be decided upon by the Board after consultation with Mr. Schild and CMI. CMI will be asked if new passes can be available for distribution in January with a target date of canceling all old passes by January 30, 2010.

VI. New Business:

- A. Pest Control.** CMI will be asked to present to the Board a proposal for pest control work for next year. Mr. Ehrlich will follow up on this pest control issue with CMI
- B. Covenants Committee Member.** The Board confirmed Ms. Martin as a new member.
- C. Outsiders' Use of the Tot Lot.** CMI will be asked to report on attempts to talk with the group from outside the community that used the Tot Lot this summer for non-Association activities without having sought permission. This is intended to prevent a reoccurrence next summer.
- D. Reimbursement of Homeowner for Electrical Costs for Street Light.** CMI will also be asked to follow up on the electrical bill reimbursement pursuant to the agreement for the street light at Darcy Forest Dr. and Clark Pl.
- E. Litter and Trash in Tot Lot.** It has been noticed that there has been a recent increase in trash left in the Tot Lot. This is an attractant to vermin and is unsightly. The Board will make an announcement at the Fall block – Halloween party about the need to not leave trash at the Lot. A notice will also be distributed and posted on the bulletin board.

VII. Adjournment: 9:59 pm

- VIII. Next Meeting.** The next meeting of the Board is scheduled for Monday, November 9, 2009, at 7:30 PM at the Montgomery Hills Baptist Church.

Respectfully submitted,
Clara J. Witt, Secretary