

North Crossing Community Association, Inc.

Board of Directors Meeting

May 24, 2018 @ 6:00pm

Location: Clagett Management, 7540 N. Market St., Frederick, MD 21701

Agenda

I. Call to Order; Establish Quorum (4):

The meeting was called to order at _____ p.m. by _____.

	Present	Absent
John Pressel, President (11/18)	_____	_____
Charles Eyler, Vice President (11/18)	_____	_____
Colin O'Dell, Treasurer (11/18)	_____	_____
Larry Aronow (11/18)	_____	_____
Doug Grimmett (11/18)	_____	_____
Cyrus Chenoy (11/18)	_____	_____
<i>Others Present:</i> _____		

II. Homeowner Forum:

III. Approval of Minutes:

Minutes from the **March** 2018 meeting are included for review and approval.

Motion _____ Second _____

Action _____

IV. Financial Report:

The financial report through **April** 2018 is included for review & approval. Also included in the meeting packet are any Client Funds Distribution Sheets received since the previous meeting, the most recent Attorney Status Report dated 3/22/18 & April invoices.

Motion _____ Second _____

Action _____

V. Completed Items:

- A. Welcome letters mailed to 1910 & 1915 Fieldstone Way, 1907 Harpers Ct., 132 & 200 Harpers Way & 111 McClellan Dr. = 6.
- B. ARC Requests Approved: 1934 Crossing Stone Ct. (deck/stairs), 1910 Fieldstone Way (shed), 1907 Harpers Ct. (roof), 175 Midsummer Dr. (shed) & 1937 Timber Grove Rd. (roof) = 5.
- C. Lease received for 1917 Crossing Stone Ct.
- D. Pool: repairs complete, permit obtained & ready for opening.
- E. ARC Guidelines: revised to allow 1 style of 6' privacy fence for along Christopher's Crossing & Opossumtown Pike only.
- F. Spring yard sale: rained! Want to have another?
- G. Website: switched from Nord Enterprises to Square Space; Colin is managing. Looks great!
- H. Spring Inspection: done.

VI. Old Business:

- A. Mailboxes: Board agreed to replace the mailboxes that we have had owner requests on. Await install date.
- B. City's request to install trees along McClellan Dr.: going to install up to \$10,000 worth of street trees this spring (41 trees total) inc. a few missing from islands in the community. Began install.
- C. Entrance Sign: City requested that the HOA pay to remove the entrance sign. The Board does not agree that they should have to pay for it. Median is City property that we built sign on. **Present proposal to remove for \$1,750 from Gardener's & \$600 from JShell Construction. City will remove flag poles & fix landscaping. Discuss.**
- D. 1910 Sawmill Ct (vacant) trespassing issue: Invited owner's to attend HOA meeting. Discuss?
- E. Hit & Run (flag pole): Danielle went to court on 4/18 & has another court date scheduled for 6/5. Requesting the amount spent on the removal of the flag pole + \$500 to fix landscaping.

VII. New Business:

- A. Owner request to shield community from new street lights for overpass.

VIII. Adjournment:

A motion to adjourn the meeting was made at _____ p.m. by _____.
Motion _____ Second _____

**Next Meeting: July 26, 2018, 6:00pm @ Clagett
(please confirm date before coming)**

This report is only intended for members of the Board of Directors and may contain confidential information. Please use discretion in disclosing its contents.

North Crossing Community Association, Inc.

Board of Directors Meeting - Minutes

March 22, 2018 @ 6:00pm

Location: Clagett Management, 7540 N. Market St., Frederick, MD 21701

Present: John Pressel, President (11/18)
Colin O'Dell, Treasurer (11/18)
Doug Grimmatt (11/18)
Cyrus Chenoy (11/18)

Absent: Charles Eyler, Vice President (11/18)
Larry Aronow (11/18)

Others Present: Danielle Reap, Clagett Management
Collections Attorney, Stacy Michaels

I. Call to Order; Establish Quorum:

John called the meeting to order at 6:01pm. Quorum was met with 4 out of 6 Board of Directors present.

II. Executive Session:

Stacy explained the collections process & answered questions regarding delinquent accounts. Nothing to vote on.

III. Homeowner Forum:

None present; section skipped.

IV. Approval of Minutes:

The minutes from the January 2018 meeting were reviewed. Doug made a motion to approve them as written and Colin second the motion. No action made; the minutes were approved unanimously.

V. Financial Report:

The financial report through February 2018 was reviewed. All Client Funds Distribution Sheets received since the previous meeting were included in the meeting packet as well as the most recent Attorney Status Report dated 2/8/18 & February invoices.

Colin made a motion to approve the financial report with a second from Cyrus. The financial report was approved unanimously, as is, with no objections.

VI. Completed Items:

A. BrightView's 2018 landscape maintenance proposal for \$23,868 signed/submitted.

B. Welcome letters mailed to 1909 Fieldstone Way, 171 Harpers Way & 248 Timber View Ct. (3).

- C. ARC Requests approved: 160 Fieldstone Ct. (roof), 1972 Harpers Ct. (roof) & 1901 Sawmill Ct. (fence) = 3.

VII. Old Business:

- A. Pool: the most recent repair proposal dated 11/7/17 for \$7,500 was approved by the board at the annual meeting but work will not be done until the it gets warmer (before next pool opening).
- B. Mailboxes: most mailboxes throughout the community no longer meet code; 1 proposal to replace all from MidAtlantic Mailbox for \$48,587.21. Presented another proposal from Top Notch Mailbox for \$47,735.20. Discussed. New owner request for new mailbox at 166 Midsummer Dr. Board agreed to only replace the mailboxes that we have had owner requests on.
- C. City's request to install more trees along McClellan Dr.: city going to install up to \$10,000 worth of street trees this spring (41 trees total) inc. a few missing from islands in the community. Tree selection made; await scheduling for install.
- D. Owner request to have 6 ft. privacy fences instead of 4 ft. due to increased traffic on Christopher's Crossing: discussed changing the ARC Guidelines to allow. Board agreed that John will revise the ARC Guidelines to allow 6' "Tongue & Groove Wood Privacy Fences with Lattice (wood only; natural only; no stains; only seal coats).
- E. Spring yard sale: Phil Geyer no longer wants to be in charge of. Scheduled the yard sale for May 5, 2018.
- F. Entrance Sign: City requested that the HOA pay to remove the entrance sign. The Board does not agree that they should have to pay for it.
- G. Website: Doug made a motion to switch websites from Nord Enterprises to Square Space; John second the motion. The Board agreed for Colin to voluntarily manage the new website.

VIII. New Business:

- A. 1910 Sawmill Ct (vacant) trespassing issue: Discussed. Invite owner's to attend HOA meeting.
- B. Need new contractor to pick up litter throughout community (currently with Go-At-It Cleaning for \$150 bi-weekly). Presented proposal from Busy Bees Maid Service for \$180 bi-weekly. Board agreed to table & see if we need this service or not.
- C. Hit & Run (flag pole): file small claims?

IX. Adjournment:

Doug made a motion to adjourn the meeting at 8:10pm with a second by Colin. The next meeting is scheduled for May 24, 2018 at 6:00pm at Clagett's office.

Respectfully Submitted,
Danielle Reap, CMCA
Association Manager