

North Crossing Community Association, Inc.

Board of Directors Meeting - Minutes

October 27, 2017 @ 6:00pm

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

Present: Terry Tillman, Treasurer (11/17)
Larry Aronow (11/17)

Absent: John Pressel, President (11/17)

Others Present: Charles Eyler, Owner of 141 Crosstimber Way *came in at 6:28pm*
Danielle Reap, Clagett Management

I. Call to Order; Establish Quorum:

Larry called the meeting to order at 6:10pm. Quorum was met with 2 out of 3 Board of Directors present. Since our previous meeting, our Secretary, Timika Thrasher (11/17), resigned from the Board because she moved out of the community. Jenny Regan, Vice President (11/18) has also resigned due to moving out of the community.

II. Homeowner Forum:

None present; section skipped.

III. Approval of Minutes:

The minutes from the March 2017 meeting were reviewed. Terry made a motion to approve them as written and Larry second the motion. No action made; the minutes were approved unanimously.

No approval needed for May or August 2017 meeting minutes because quorum was not met.

IV. Financial Report:

The financial report through September 2017 was reviewed. The most recent Status Report from the attorney (dated 8/16/17) & all Client Funds Distribution Sheets were also reviewed. A copy of September invoices were included in the meeting packet.

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

V. Completed Items:

A. Lease received for 187 Midsummer Dr. & 1903 Harpers Ct (2).

B. Welcome letters mailed to 1929, 1934 & 1959 Crossing Stone Ct., 136 & 142 Crosstimber Way, 104 & 146 Fieldstone Ct., 1929, 1940 & 1942 Fieldstone Way, 1919, 1928 & 1960 Harpers Ct., 133, 147 & 171 Harpers Way, 103 McClellan Dr., 165 & 197 Midsummer Dr., 210 & 216 Timber View Ct. (21).

C. ARC Requests Approved for 102 Crossing Point Ct. (roof & fence), 1940

Crossing Stone Ct. (paver patio), 126 Fieldstone Ct. (roof), 161 Fieldstone Ct. (deck), 1905 Harpers Ct. (roof), 130 Harpers Way (roof), 205 Harpers Way (roof), 1930 Timber Grove Rd (front porch columns) = 8.

- D. Spring Inspection: done—letters mailed.
- E. 2016 Taxes: signed & submitted.
- F. SWP Maintenance: BrightView bush hogged for \$1,475.
- G. 2 leash signs installed at City playground (by city) as a result of owner complaints.
- H. Pool repairs: wall sconces out front replaced.
- I. 1900 Fieldstone Way: Masterpiece removed dead tree for \$445.
- J. Towing Contract with Grimm's: signed & submitted (allowing owners/tenants to call in if a vehicle is parked in their assigned space).

VI. Old Business:

None; section skipped.

VII. New Business:

- A. Pool: wall sconces out front have been replaced; repairs (\$2,765) & closing still need to happen; present pool contract proposal for 2018 from Continental Pools for \$40,200 (from \$38,400). Terry made a motion to approve the pool maintenance contract for 2018 for \$40,200 with a second from Larry. All were in favor of approving the contract with no objections. Larry signed the contract for Danielle to submit.
- B. Snow Removal: presented proposal from MC Lawn Care for the 2017-2018 season. Larry made a motion to approve the contract with a second from Terry. All were in favor of using MC Lawn Care for snow removal for the 2017-2018 season with no objections. Larry signed the contract for Danielle to submit.
- C. Mailboxes: all mailboxes throughout community no longer meet code; presented proposal to replace all from MidAtlantic Mailbox for \$48,587.21. Tabled until more volunteers join the Board.
- D. Budget for 2018: presented 1st draft with a 5% assessment fee increase (need to approve & mail out by 10/30 for our annual meeting on 11/30). Larry made a motion to approve the 2018 budget with a second from Terry. All were in favor with no objections.
- E. New Board Member: Larry appointed Charles Eyler to carry out the remainder of Jenny Regan's term (11/18) as the Vice President and also join the Architectural Control Committee. Charles accepted the the position & all were in favor with no objections.

VIII. Adjournment:

Terry made a motion to adjourn the meeting at 6:46pm with a second by Larry. The next meeting is the annual meeting scheduled for November 30, 2017 at 6:00pm at Monocacy Middle School.

Respectfully Submitted,
Danielle Reap
Association Manager