

**The Meadows at Perry Hall Farms Home Owners Association**  
Board Meeting Minutes  
August 19, 2008

Minutes taken for the Board Meeting held on August 19, 2008 at 7:00 p.m. at the home of Bob Windsor, 2 Farm Brook Court, Perry Hall, Maryland 21128.

**CALL TO ORDER**

Treasurer Windsor called the meeting to order at 7:01 p.m.

**Attendance**

**Board Members:**

Bob Windsor, Treasurer  
Charlie Winterling, President  
Jessica Vicks  
Kelly Henneman, Secretary  
Terry Klima, Vice President

**Home Owners:**

Cindy Gardina

**Master Association Board Member:**

Lee Thrasher, President

**Motion:** *Approval of July 22, 2008 Board Meeting minutes.*

Motion made by Bob Windsor; seconded by Jessica Vicks. Passed by unanimous vote.

**OLD BUSINESS**

***Treasurer's Report:***

Bob Windsor distributed the July 31, 2008 Treasurer's Report and copies of the July 2008 *Consolidated Statement of Cash Flows, Balance Sheet, Budget Comparison and Receivable Summary by Tenant* from The Management Company. Trenton property collected \$3,360.00 in past dues which leaves a remaining balance of \$2,520.00 to be collected. Half of the balance for the replacement of trees was paid to Clipper Landscaping in the amount of \$1,640.00. The checkbook balance as of July 31, 2008 is \$3,023.43.

***Architectural Committee Updates:***

1. Per Bob Windsor, Clipper Landscaping will be replacing both the new trees that died and those trees that are the incorrect species. Due to the hot weather, Clipper indicated that they would move forward once the weather gets cooler.
2. Several Board Members recently walked the community and trimmed all sidewalk trees to ensure that a 6' canopy above ground is maintained.

3. Per Board Member Vicks, homeowners that received letters regarding exterior sheds built in violation of the Bylaws have not responded to the first mailing made by The Management Company.
  - MOTION: Treasurer Windsor will contact The Management Company regarding the next course of action. Seconded by President Winterling. Unanimously approved.
4. The Board invited Lee Thrasher of the Master Association to attend this month's Board Meeting. The Master Association has been involved with following up on several of the issues from last meeting:
  - MOTION: Lee Thrasher will submit a request to the Master Association requesting treatment of the bag worm infested trees behind 4 Perry Manor Court. Seconded by Treasurer Windsor. Unanimously approved.
  - MOTION: Lee Thrasher will submit a request to the Master Association requesting that the 1<sup>st</sup> of the two trees blocking the view at the main entrance to the community (Perry Farms & Forge Road) be removed. If vision is not improved, action will be taken to remove the 2<sup>nd</sup> tree. Seconded by Board Member Vicks. Unanimously approved.
  - MOTION: Lee Thrasher will submit a request to the Master Association to have the dead Pine tree replaced, as well as the missing trees, near the monument at the main entrance to the community (Perry Farms & Forge Road). Seconded by President Winterling. Unanimously approved.
  - MOTION: The Master Association will place "COP / No Solicitation" sign at the main entrance to the community (Perry Farms & Forge Road). Seconded by Treasurer Windsor. Unanimously approved.
5. Overgrown bushes near the monument at Perry Farms & Forge Road have been trimmed and are no longer blocking traffic.
6. The monument lights at Perry Farms & Forge Road have been replaced.
7. Board Member Vicks provided an update regarding the planting of shrubs along the sidewalk next to existing trees.
  - MOTION: Per Board Member Vicks the Bylaws do not indicate whether or not this landscaping change is acceptable. The Board agreed to revisit this issue in the fall and possibly send letters to all homeowner's indicating that approval for these types of changes must be made using the approved Exterior Alteration Application. Seconded by Treasurer Windsor. Unanimously Approved.

### ***Community Area Updates:***

1. Homeowner Cindy Gardina confirmed that the Fire Hydrants are maintained by Baltimore City. Baltimore County needs to be contacted.
  - **MOTION:** Homeowner Gardina will contact Baltimore City to determine if we can purchase the hydrant paint and paint the hydrant's ourselves. Seconded by Treasurer Windsor. Unanimously approved.
2. Homeowner Cindy Gardiner provided information received from the county via email:
  - a. Regarding the missing stop sign at the intersection of Silver Gate and Fore Acre Drive. According to Jim Gullivan, Bureau of Traffic Engineering and Transportation Planning, stop signs at a "T" intersection (Silver Gate & Forge Acre) are not necessary. This is supported by the fact that the Baltimore County Police Department has not reported any accidents at this intersection between 2000 and 2006. Refer to document provided by Mrs. Gardina.
  - b. An on-site inspection of the island along Perry Farm Drive confirmed that the "Stay to the Right" signs were missed. A work order has been prepared. Signs should be replaced by September 5, 2008.
  - c. Ownership of the storm water management pond must be determined prior to any maintenance commencing on the perimeter fencing.
  - d. Section 415A-Recreational Vehicles and Boats (Bill Ns. 29-174;54-1993): was provided. Refer to copy for additional details.
  - **MOTION:** Abandoned Van with expired tags remains on Silver Gate. Cindy Gardina will contact the Code Enforcement to have this vehicle towed. Board Member Vicks will also contact The Management Company requesting that a letter be sent to the van's owner. Seconded by Treasurer Windsor. Unanimously approved.

### **NEW BUSINESS**

Lee Thrasher from the Master Association recommended that we contact The Management Company to discuss obtaining Liability Insurance for the Board.

- **MOTION:** Treasurer Windsor agreed to contact Cherie at The Management Company to obtain information regarding insurance options. Seconded by President Winterling. Unanimously approved.
- **MOTION:** Treasurer Windsor recommended that in preparation for the Semiannual Board Meeting we set aside time at the September Board

meeting to develop the Calendar Year 2009 Budget. Seconded by Vice President Klima. Unanimously approved.

***Architectural Committee Updates/Community Areas:***

Board Member Vicks distributed a draft memo entitled “Sidewalk and Curb Maintenance”. The Board read the memo in its entirety. The Board made one change and recommended that the date and time for the semiannual community board meeting be stamped at the top of the letter.

- **MOTION:** Board Member Vicks requested approval from the Board to submit this memo with requested changes to The Management Company for postal delivery to all homeowners, as well as, publication on the HOA website. President Winterling seconded the motion. Unanimously approved.

***Social Committee Updates:***

None at this time.

***Traffic Committee Updates:***

None at this time.

***Newsletter Committee Updates:***

None at this time. Next newsletter is due to be distributed in September.

***Web Designer Updates:***

None at this time.

***Next Board Meeting***

Tuesday, September 16, 2008 at 6:45 p.m. at the home of Bob Windsor, 2 Farm Brook Court, Perry Hall, Maryland 21128.

***Semiannual Community Board Meeting***

Tuesday, October 21, 2008 at 7:00 p.m. at the Rosedale Federal Savings & Loan, Belair Road, 2<sup>nd</sup> floor conference room.

- **MOTION:** Secretary Henneman will contact Debbie Shannanhan at Rosedale Federal Savings (410-256-5200) to reserve the conference room for the aforementioned date and time. Seconded by Treasurer Windsor. Unanimously approved.

**ADJOURNMENT**

- **MOTION:** Secretary Henneman introduced a motion to adjourn the August 19, 2008, Board meeting. Treasurer Windsor seconded the motion. Unanimously approved.

The Board Meeting of The Meadows at Perry Hall Farms Home Owners Association adjourned at 8:07 p.m.

ATTEST:

I hereby attest that the above Minutes accurately reflect the August 19, 2008 Board Meeting of the Meadows at Perry Hall Farms Home Owners Association.

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Kelly J. Henneman  
Secretary, The Meadows at Perry Hall Farms HOA

*Minutes approved on \_\_\_\_\_ by The Meadows at Perry Hall Farms Board of Directors.*