

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

January 19, 2022

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:30p.m. on Wednesday, January 19, 2022, as a virtual ZOOM meeting.

Directors Present

Keith Silliman, President
Dana Hollis, Vice President
Nancy Horn
Myrtle Ingram
Erica Bellavia, Treasurer
Andres Guzman
Audrey Houser
Kal El Waters-Jones
Christopher Leishear

Directors Absent

Others Present

Karen Kodjanian, Director of Community Management
Martha Cruz, Community Manager
Susan Yoffe, Recording Secretary
4 Residents

1. Resident Time

There were no Resident comments.

2. Call Meeting to Order

Mr. Silliman, President, presided, calling the meeting to order at 7:30 p.m., with a quorum present.

3. President's Remarks

Mr. Silliman reported that 220 post lamp reimbursements have been processed for Clusters I and II. Payments to unit owners that have turned off the post lamp electricity have not been made. Payments to delinquent unit owners have been defrayed.

4. Approve Minutes of the Meeting Held November 17, 2021

Ms. Houser moved to approve the minutes of the meeting held November 17, 2021, as corrected. The motion was seconded and passed unanimously.

5. Financial Matters

a. Consider and Approve Financial Statements for November 2021

Ms. Bellavia moved to approve the financial statements for November 2021 as presented. The motion was seconded and passed unanimously

6. Management Report

Ms. Cruz submitted the Management Report noting the following:

An update was provided that due to resident complaints of a commercial van parked in the Clusters a final notice was provided concerning the parking of this van in the driveway.

The Board requested management research the parking policy with reference to an exclusion after 9:00 pm for private property.

7. Old Business

a. Parking Policy Draft

Mr. Silliman submitted an updated draft of the Parking Policy based on the prior drafts by Board members. The Board members discussed this draft with concerns of minor grammatical changes, fee for the second parking space, parking in front of their driveway, towing issues, renewal of additional spaces, signs, ATV parking.

Mr. Silliman requested that all comments be sent to him to incorporate into this updated draft which will be presented to the Board at the next meeting for final consideration.

8. New Business

a. Trash Concerns

Ms. Kodjanian and Ms. Cruz reported that the new contractor has begun to work in the community. Some of the procedures have changed and the community members have been notified of the change in the type of service.

Management has been requested to review the two (2) trash policies for the community and revise combining into one (1) consistent policy for the review and consideration for the Board.

Ms. Bellavia moved to direct management to distribute notices to all unit owners and renters regarding the type of trash containers that are to be utilized in accordance with Montgomery County rules and regulations.

b. Storm Drain Pricing Review

JB Kline submitted a proposal for the storm drain repairs based on their inspection and rating of the conditions of the various storm drains.

Ms. Houser moved to authorize JB Kline to repair all storm drains that they have rated the condition of 3 and 4 in their inspection at a total cost of \$1,340.00 The motion was seconded and passed unanimously.

c. 2022 Annual Meeting Documents

Mr. Waters-Jones moved to accept the 2022 Annual Meeting Documents as submitted by Management with minor changes. The motion was seconded and passed unanimously.

d. 2022 Corporate Calendar

Mr. Waters-Jones moved to accept the 2022 Corporate Meeting Calendar with a modification of the August meeting date to be changed to August 24, 2022. The motion was seconded and passed unanimously.

9. Committee Reports

- Maintenance & Greenspace – Ms. Houser reported on the January inspections have been postponed due to the weather, two (2) trees came down in Cluster III, slightly damaging a vehicle. Ms. Horn reported a fallen light pole to Montgomery Lighting, took ten (10) days to repair.
- Improvements & Lighting – No Report
- Pavement, Curbs & Storm Drains – No Report
- Safety – No Report
- Private Property Maintenance – All inspections have been completed.
- Audit/Budget/Reserves – Mr. Silliman noted that there is an asterisk in the budget that notes the overage of trash expense

- Communications – Ms. Hollis and Mr. Silliman will work on the next article for the Village News due January 31, 2022
- Government & Public Utilities – No Report

10. Adjournment of Regular Board Meeting

Ms. Engram moved to adjourn the regular meeting at 9:14 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 9:14p.m. The reports, authorizations and other documents presented at the meeting have been initialed for identification and attached hereto or filed in the offices of the Montgomery Village Foundation

Approved: _____

Susan Yoffe
Recording Secretary