

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

October 20, 2021

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:30p.m. On Wednesday, October 20, 2021, as a virtual ZOOM meeting.

Directors Present

Keith Silliman, President
Nancy Horn
Myrtle Engram
Erica Bellavia, Treasurer
Audrey Houser
Kal El Waters-Jones

Directors Absent

Dana Hollis, Vice President
Andres Guzman

Others Present

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

1. Presentation from TAME Representative

Margaret Schloap, a representative from TAME, Transit Alternative to Mid County Extension was present to speak with the Board/Community regarding support for the organization to remove M83, roadway from the master plan of Highways.

2. Resident Time

Residents present at the meeting noted the following:

- When will the request for the second parking place take place and effective date?
- Contractors blow the leaves to the tree line and do not remove them.
- Recycling not being picked up.

3. Call Meeting to Order

Mr. Silliman, President, presided. He called the meeting to order at 7:51 p.m., with a quorum present.

4. President's Remarks

Mr. Silliman noted that Halloween is soon and please watch out for the kids during Trick or Treat time.

5. Approve Minutes of the Meeting Held September 15, 2021

Mr. Waters-Jones moved to approve the minutes of the meeting held September 15, 2021, as submitted. The motion was seconded and passed unanimously.

6. Financial Matters

a. Consider and Approve Financial Statements for August and September 2021

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

7. Management Report

Ms. Kodjanian and Ms. Cruz submitted the Management Report and responded to questions from the Board.

8. Old Business

a. 2022 Budget

Ms. Horn moved to adopt the 2022 Draft Budget with an increase of \$5.81 per unit per quarter. Motion was seconded and passed unanimously.

b. Landscape Maintenance Agreement

Ms. Houser moved to accept the proposal from JB Kline, as a sole source bid, for a three-year landscape maintenance agreement with 0% increase in cost for years 1 and 2. Recommendation was made to bid to multiple vendors in the future. Motion was seconded and passed with a vote of 2 in favor, 1 opposed and 2 abstentions.

c. Board Vacancy

Ms. Houser moved to appoint Christopher Leishear to fill the Board Vacancy at this time. Motion was seconded and passed unanimously.

d. Draft Parking Policy

Mr. Silliman reported that the next draft of the Parking Policy was published to the unit owners and there were many comments received.

Mr. Waters-Jones moved to adopt the Parking Policy as submitted with changes at the October 2021 Board Meeting. Motion was seconded and did NOT pass with a vote of 3 in favor and 4 opposed.

Direction was provided for further refinement of the draft Parking Policy to be reconciled with the implementation plan to include all approved modifications.

9. New Business

a Capital Improvement Plan

The Board directed management to provide copies of the current Reserve Study to new Board members.

10. Committee Reports

- Maintenance & Greenspace – Ms. Houser reported on the lengthy inspection and the new list of tree concerns.
 - **Ms. Houser moved to increase the potential expense from the Reserves for tree removal to \$80,000. The motion was seconded and passed with a vote of 4 in favor, 1 opposed and 1 abstention.**
- Improvements & Lighting – Mr. Waters-Jones reported on the inspection of the lighting at night. He submitted all inoperable lights to Management.
- Pavement, Curbs & Storm Drains – Ms. Kodjanian reported that management has not received any pricing yet from JB Kline for repairs based on their inspection.
- Safety – No Report
- Private Property Maintenance – Mr. Silliman noted that issues will be reported with the next round of inspections
- Audit/Budget/Reserves – No Report
- Communications – No Report
- Government & Public Utilities – No Report

11. Adjournment of Regular Board Meeting

Ms. Engram moved to adjourn the regular meeting at 8:50 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 8:50 p.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