

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

January 18, 2023

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:32 p.m. on Wednesday, January 18, 2023, as a virtual ZOOM meeting.

Directors Present

Dana Hollis, President
Audrey Houser
Erica Bellavia (8:01pm)
Christopher Leishear
Alan MacNeill
Nancy Horn
Cliff Bailey, Jr., Vice President

Directors Absent

Andres Guzman
Maureen Wood-Morin, Treasurer

Others Present

Karen Kodjanian, Director of Community Management
Martha Cruz, Community Manager
Susan Yoffe, Recording Secretary
1 Resident

1. Resident Time

There were no Resident comments.

2. Call Meeting to Order

Ms. Hollis, President, presided, calling the meeting to order at 7:32 p.m., with a quorum of the Board members present.

3. President's Remarks

Ms. Hollis noted the following:

- Welcome to 2023
- The Annual Meeting will be held on March 15, 2023.
 - The Regular meeting will begin at 7 pm and the Annual Meeting will be held at 7:30 pm
 - There are three (3) open positions on the Board this year.

- Christopher Leishear and Andres Guzman are the incumbents running.

4. Approve Minutes of the Meeting held November 16, 2022

Mr. Bailey moved to approve the minutes of the meeting held November 16, 2022, as amended. The motion was seconded and passed unanimously.

5. Financial Matters

a. Consider and Approve Financial Statements for November 2022

Mr. Bailey moved to approve the financial statements for November 2022 as presented. The motion was seconded and passed unanimously.

6. Management Report

Ms. Cruz submitted the Management Report noting the following:

- Child Care Center – An invitation was extended to the Board members and membership for those interested to attend an open meeting for information regarding a proposal to develop a Child Care Center at 10001 Stedwick Road. The meeting is scheduled for Monday, January 23, 2023 at 6:30 PM at the North Creek Community.
- Tree Pruning – The tree pruning at Forest Brook is underway and should be completed by the end of January.
- Lighting - Management continues to work with PEPCO concerning maintenance and billing issues. The hold is still in place for the Battleridge Place account, the meter malfunctioned again. Management has requested waiver of deposit fee, and resolution status of the billing error.
- Pet Waste Station – PEPCO damaged a pet waste station on the Stedwick Road walking path. JB Kline will provide a proposal to repair the area.

7. Old Business

None

8. New Business

a. Concrete Repairs

Mr. MacNeill moved to accept the proposal from O’Leary Asphalt, Inc for the concrete repairs at 19112 North

Kindly Court at a cost of \$4,911. The motion was seconded and passed unanimously.

9. Committee Reports

- Maintenance & Greenspace – Ms. Houser reported on the inspection noting the tree concerns by residents, winter clean-up of debris, stump grinding needed and the loss of eight (8) trees during the storm.
- Improvements & Lighting – Mr. MacNeill is working on a proposal to clean and tag all lampposts.
- Pavement, Curbs & Storm Drains – No report.
- Safety – No Report.
- Private Property Maintenance – No Report.
- Audit/Budget/Reserves – Ms. Hollis reported that the audit cycle will start in February 2023.
- Communications – Mr. MacNeill to submit the next article for the Village News.
- Government & Public Utilities – No Report

10. Adjournment of Regular Board Meeting

**Mr. Bailey moved to adjourn the regular meeting at 8:10 p.m.
The motion was seconded and passed unanimously.**

There being no further business, the meeting was adjourned at 8:10 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