

**MINUTES OF MEETING**  
**STEDWICK HOMES CORPORATION**

**Board of Directors**

**February 16, 2022**

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:30p.m. on Wednesday, February 16, 2022, as a virtual ZOOM meeting.

**Directors Present**

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

**Directors Absent**

Andres Guzman

**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 the new grocery store Lidl is now open.

**4. Approve Minutes of the Meeting Held January 19, 2022**

**Mr. Waters-Jones moved to approve the minutes of the meeting held January 19, 2022, as presented. The motion was seconded and passed unanimously.**

## **5. Financial Matters**

### **a. Consider and Approve Financial Statements for December 2021 and January 2022.**

**Ms. Horn moved to approve the financial statements for December 2021 as presented. The motion was seconded and passed unanimously.**

**Ms. Bellavia moved to approve the financial statements for January 2022 as presented. The motion was seconded and pass unanimously.**

## **6. Management Report**

Ms. Cruz submitted the Management Report.

## **7. Old Business**

### **a. Consideration of Draft Documents**

#### **1. Reserved Parking**

**Ms. Hollis moved to authorize management to distribute the Revised Parking Policy to all unit owners/residents for review and comments. The motion was seconded and passed 7 in favor and 1 opposed.**

#### **2. Parking and General Vehicular Rules**

**Ms. Bellavia moved to authorize management to distribute notification of the posting of the Parking and General Vehicle Rules to all unit owners/residents for review and comments as proposed with the addition of a paragraph addressing the accessible parking spaces and minor grammatical corrections noted. The motion was seconded and passed unanimously.**

#### **3. Towing Policy**

**Mr. Waters-Jones moved to authorize management to distribute notification of the posting of the Draft Towing Policy to all unit owners/residents for review and comment with the modifications noted to include notification of individual responsibility to contact the towing of a vehicle in a reserved parking space and delete the notation of notification to the MCPD of abandoned vehicles. The motion was seconded and passed with a vote of 7 in favor and 1 abstention.**

### **b. Consideration of Hearing for Parking Violation**

Ms. Cruz reported that the parking of commercial vans in driveways is indeed in violation of the Supplemental Declaration of Covenants, Conditions and Restrictions.

Therefore, management is requesting the Board to consider inviting the cited resident to a hearing in front of the Board. Ms. Cruz provided a copy of the 3<sup>rd</sup> and Final Notice sent to the Resident to the Board.

**Direction was provided to management to provide choices of 2 or 3 dates and times to the Board for a hearing. Majority of the Board will need to be present at this hearing. Management will then invite the resident with 15 days prior notice.**

**c. Review of Draft Notice Concerning Proper Trash Containers**

**Direction was provided to management to redraft the notice concerning the proper trash containers to be reviewed at the next Board meeting.**

**8. New Business**

**a. Ballot Counting for Annual Meeting**

**Ms. Bellavia moved to approve the scheduling of the Ballot Counting for the Annual Meeting as a virtual ZOOM meeting on March 14, 2022, at 10am. The motion was seconded and passed unanimously.**

**9. Committee Reports**

- Maintenance & Greenspace – Ms. Houser reported on the three (3) hour February inspection and two (2) hazardous trees taken down.

**Ms. Houser moved to authorize \$60,000 from reserves for tree work in 2022. The motion was seconded, however did not pass.**

**Mr. Waters-Jones moved to authorize \$20,000 from reserves for tree removal during 2022. Motion was seconded and passed with a vote of 5 in favor and 2 opposed.**

- Improvements & Lighting – Mr. Silliman reported that reimbursements have been processed.
- Pavement, Curbs & Storm Drains – Mr. Silliman reported that these projects have not been completed due to the weather conditions.
- Safety – No Report.
- Private Property Maintenance – No Report.
- Audit/Budget/Reserves – No Report.

- Communications – Ms. Hollis worked on the last article for the Village News due January 31, 2022.
- Government & Public Utilities – No Report.

**10. Adjournment of Regular Board Meeting**

**Ms. Bellavia 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 8:50p.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