

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

September 15, 2021

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:30p.m. On Wednesday, September 15, 2021, as a virtual ZOOM meeting.

Directors Present

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

Directors Absent

Others Present

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

1. Residents' Time

A resident spoke about the appearance of the community with regards to the systematic dumping of bulk trash in the greenspace.

2. Call Meeting to Order

Mr. Silliman, President, presided. He called the meeting to order at 7:53 p.m., with a quorum present.

3. President's Remarks

Mr. Silliman reported that Sam Korper has resigned from the Board effective immediately. Applications for the vacant position will be accepted and reviewed by the Board members.

4. Approve Minutes of the Meeting Held August 18, 2021

Ms. Horn moved to approve the minutes of the meeting held August 18, 2021, as corrected. The motion was seconded and passed unanimously.

5. Financial Matters

a. Consider and Approve Financial Statements for August 2021

The August 2021 Financial Statements were not available for review due to timing of bank statements received from the Sandy Spring Bank.

6. Management Report

Ms. Kodjanian submitted the Management Report noting the following:

- The 2022 Draft Budget was published on the website for the unit owners and to date there have not been any comments received.
- Reminder that Martha Cruz, Community Manager, is working with Ms. Kodjanian in the transition to Community Manager for the Community.

7. Old Business

a. Draft Parking Policy and Impact Letter

Ms. Hollis submitted a revised draft of the Parking Policy along with a letter to the unit owners noting the changes in the penalties, warnings, hearings and fines procedures and the towing regulations.

Mr. Waters-Jones moved to accept the revised draft of the parking policy and impact letter as submitted by Ms. Hollis as included in the packet to send to the unit owners for review and comments. Motion was seconded and approved with a vote of five in favor and two abstentions.

8. New Business

a Board Vacancy

The Board directed management to draft a notice for unit owners to apply for the vacant Board position to be posted in the next Village News, Community website, and Instagram posting.

9. Committee Reports

Maintenance & Greenspace – Ms. Horn reported that Ms. Cruz has joined the committee on their inspections.

Ms. Horn moved to engage a survey company to determine the property lines at the disputed fence line at 10624 Seneca Spring Way to resolve the dispute from the owners of this property. The motion was seconded, however not approved by majority vote.

The Board directed management to draft a letter to the unit owner of 10624 Seneca Spring Way noting that the Board had reviewed their request and determined that the fence belongs to the unit owner and not Stedwick Homes Corporation.

- Improvements & Lighting – The Maintenance Committee will review the request for additional lighting on Stedwick Drive and make recommendations to the Board to include cost and specifications.
- Pavement, Curbs & Storm Drains – No Report
- Safety – No Report
- Private Property Maintenance – No Report
- Audit/Budget/Reserves – No Report
- Communications – No Report
- Government & Public Utilities – No Report

10. Adjournment of Regular Board Meeting

Ms. Bellavia moved to adjourn the regular meeting at 8:43 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 8:43 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