

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

October 19, 2022

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:43 p.m. on Wednesday, October 19, 2022, as a virtual ZOOM meeting.

Directors Present

Dana Hollis, President
Audrey Houser
Alan MacNeill
Christopher Leishear
Nancy Horn
Cliff Bailey, Jr, Vice President
Maureen Wood-Morin, Treasurer

Directors Absent

Andres Guzman
Erica Bellavia

Others Present

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

1. Resident Time

Residents present noted the following:

- Waiting for implementation of the additional parking space. Weather allows the painting of the parking lot. Parking spaces have already been assigned.
- 10617 Seneca Spring Way -When a tree was removed, the stump was not removed.

2. Call Meeting to Order

Ms. Hollis, President, presided, calling the meeting to order at 7:33 p.m., with a quorum of the Board members present.

3. President's Remarks

Ms. Hollis noted the following:

- The Board is moving forward with the additional parking space implementation. The painting is scheduled for November 8th through November 11, 2022.

4. Approve Minutes of the Meeting Held September 21, 2022

Ms. Horn moved to approve the minutes of the meeting held September 21, 2022, as amended. The motion was seconded and passed unanimously.

5. Financial Matters

a. Consider and Approve Financial Statements for June 2022 and September 2022

Ms. Wood-Morin moved to approve the financial statements for June 2022 and September 2022 as presented. The motion was seconded and passed unanimously

6. Management Report

Ms. Cruz submitted the Management Report noting that the following:

- Lighting – Management continues to work with PEPCO concerning maintenance and billing issues.
- Maintenance Inspection - The inspection was performed on October 11, 2022, with Maintenance Committee and JB Kline. Proposals for new work orders will be reviewed by the Maintenance Committee.
- Tree removals were completed and Brightview crews are removing the logs from Watkins Mill location on October 14, 2022
- Royal Woods Retaining Wall – Management has requested proposals for the reconstruction of this retaining wall. Once received they will be presented to the Board for review and consideration.

7. Old Business

a. Tree Pruning

Ms. Houser moved to accept the proposal from MP Tree and Landscape Service for the pruning of trees in Clusters1; Club Hill and Heights at a cost of \$27,000. The motion was seconded and passed unanimously.

b. Tree Removal

Ms. Houser moved to accept the proposal from MP Tree and Landscape Service for the tree removal and additional work found during the inspection at a cost of \$16,000. The motion was seconded and passed unanimously.

Ms. Houser was asked to provide a list of the tree stumps that need to be grounded for the purpose of a separate proposal to be submitted.

c. Tot Lot Timber Replacement

Ms. Houser moved to accept the proposal from JB Kline Landscaping for the replacement of the Cove Ledge Tot Lot Timber at a cost of \$3,950. The motion was seconded and passed unanimously.

8. New Business

None

9. Committee Reports

- Maintenance & Greenspace – Ms. Horn reported that a resident cut a tree and the association will need to charge for the replanting; working on the list for signs to be replaced or damaged.
- Improvements & Lighting – Mr. Bailey and Mr. MacNeill are working on a database of all lighting locations.
- Pavement, Curbs & Storm Drains – Management is waiting to receive the JB Kline storm drain report.
- Safety – No Report.
- Private Property Maintenance – No Report.
- Audit/Budget/Reserves – Certificate of Deposit from October was automatically rolled into laddered funds.
- Communications – Mr. MacNeill to submit the next article for the Village News.
- Government & Public Utilities – No Report

10. Adjournment of Regular Board Meeting

Ms. Horn moved to adjourn the regular meeting at 8:55 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 8:55 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