

MINUTES OF MEETING
STEDWICK HOMES CORPORATION

Board of Directors

April 20, 2022

A regular meeting of the Stedwick Homes Corporation Board of Directors was held at 7:35p.m. on Wednesday, April 20, 2022, as a virtual ZOOM meeting.

Directors Present

Dana Hollis, President
Kal El Waters-Jones, Vice President
Erica Bellavia, Treasurer
Audrey Houser
Christopher Leishear
Nancy Horn
Cliff Bailey, Jr

Directors Absent

Andres Guzman
Brenda Hartwig

Others Present

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

1. Resident Time

A resident noted that many vehicles are being parked illegally and they are not being tagged.

2. Call Meeting to Order

Ms. Hollis, President, presided, calling the meeting to order at 7:35 p.m., with a quorum present.

3. President's Remarks

No Report

4. Approve Minutes of the Meeting Held March 16, 2022

Mr. Waters-Jones moved to approve the minutes of the meeting held March 16, 2022, as amended. The motion was seconded and passed unanimously.

5. Financial Matters

a. Consider and Approve Financial Statements for March 2022

Mr. Waters-Jones moved to approve the financial statements for March 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. The account for Battleridge was placed on hold, without late fees and penalties, by PEPCO until the investigation and billing adjustments have been completed.
- Maintenance Inspection: This occurred on April 19, 2022. An updated listing and emails will be distributed to the BOD members.

7. Old Business

a. Parking Policies

Ms. Cruz reported that the three (3) proposed parking policies were distributed to the unit owners/residents and the responses received were submitted to the Board for discussion.

Ms. Hollis volunteered to categorize the comments received and distribute to the Board members for future discussion.

Ms. Horn moved to accept the second Draft Parking Policy and General Parking Rules as presented noting that the Board is working on the timing and implementation with management. The motion was seconded and passed with a vote of 4 in favor and 2 abstentions.

Ms. Bellavia moved to accept the Draft Towing Policy as presented noting that the Board is working on the timing and implementation with management. The motion was seconded and passed with a vote of 4 in favor and 2 abstentions.

b. 2021 Draft Audit

Mr. Waters-Jones moved to accept the 2021 Draft Audit as submitted. The motion was seconded and unanimously approved.

Ms. Houser moved to authorize management to transfer the “Excess of Revenue over Expenses” in the 2021 audit to the reserve account in the amount of \$66,845. The motion was seconded and unanimously approved.

8. New Business

a. Tree Removal

Ms. Houser moved to accept the proposal from Brightview for the removal of the trees at 10408 Faber Court, 19614 Club Lake Road and 10102 Kindly Court at a total cost of \$3,040. The motion was seconded and unanimously approved.

b. Tot Lot Timber Replacement

Mr. Bailey moved to accept the proposal from Brightview for the replacement of the tot lot timbers at the Royal Woods Tot Lot for a total cost of \$5,725.00 The motion was seconded and passed unanimously.

c. Review of Fence and Gate Addition – 10457 Kardwright Court

The Board unanimously stated that they are not willing to change the fencing criteria at this time and the Architectural Review Board (ARB) should perform the inspection and make the decision concerning this matter.

d. Fence Extension – 10751 Wayridge Drive

Ms. Bellavia moved to deny the request from this unit owner to install a four-foot-high split rail fence along the front left side yard to connect to the SWHC common area fence. Motion was seconded and passed unanimously.

9. Committee Reports

- **Maintenance & Greenspace – Ms. Houser on the status of the mowing in the community, the drains have been repaired and cleaned, the fertilizer has been laid, and there are still concerns regarding the old tree removals.**
- **Improvements & Lighting – No Report.**
- **Pavement, Curbs & Storm Drains – No Report.**
- **Safety – No Report.**
- **Private Property Maintenance – No Report.**
- **Audit/Budget/Reserves – 2021 draft audit was approved at this meeting**

- Communications – Ms. Horn volunteered to draft an article for the next Village News that is due on Monday, May 2nd.
- Government & Public Utilities – No Report

10. Adjournment of Regular Board Meeting

Ms. Horn moved to adjourn the regular meeting at 10 p.m. The motion was seconded and passed unanimously.

There being no further business, the meeting was adjourned at 10p.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