

Olney Oaks Single Family HOA Board Meeting

MINUTES

MARCH 1, 2006

7:30 PM

FALCIGNO RESIDENCE

MEETING CALLED BY	John Flynn
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Barbara Falcigno
NOTE TAKER	Scott Lindberg
ATTENDEES	John Flynn, Barbara Falcigno, Jay Feinberg, Dennis Bourque, Scott Lindberg, Rachel Lindberg, Mark Wheeler

Call to order at 7:40pm

DISCUSSION	
Review minutes from last meeting	
Treasurer Report	<ul style="list-style-type: none"> - The lawn service has been paid - Insurance bill was just received. Payment is due in April - The board will need to pay attention to the Misc. Grounds budget - The board will need to pay attention to the Tree budget - Consider extending the snow removal contract (resolution and action below) - Mail & Postage is over budget due to the cost of pre-paid mailing cards for the annual meeting - HOA dues over-due notices <ul style="list-style-type: none"> o Two non-paying families were turned over to Gardner o One family responded to Jay's letter after receiving the letter from Gardner. (resolution and action below) - Signatories need to be updated at the Chevy Chase bank (action below)
HOA Council	<ul style="list-style-type: none"> - Legal fees have been increased for the HOA law firm - Notification was provided from the Law Offices of David Gardner on February 15, 2006
Coyote Update	<ul style="list-style-type: none"> - Future planning may be necessary before releasing information to the press if it may be controversial - HOA board member has been harassed by the press, PETA, average citizens, and others over comments that were misquoted and greatly inflated - Unfortunately the results of this well-intentioned press release may reduce the boards willingness to use the press to notify the community of similar topics in the future - No additional discussion on the animal(s)
Townhouse Parking	<ul style="list-style-type: none"> - No <i>new</i> progress has been made at this time - The issue was a heated topic at the annual meeting, but since that time no one has done anything about the situation or the previous resolution - (resolution and action below)
Low-hanging Branches on Morningwood and Headwaters (action below)	<ul style="list-style-type: none"> - Trees on both sides of Morningwood and Headwaters are hanging too low - The trees belong to the county and are therefore the responsibility of the county to maintain - Homeowners are not allowed to trim the trees themselves since they are state trees - HOA board has contacted the county via a letter and the response was that the county budget has been exhausted for tree trimming - County budget is even worse due to the large snowfall in January 2006 - Special assessment of \$80/tree directed to the homeowners with infringing trees <ul style="list-style-type: none"> o Necessary to make community sidewalks safe for all residents o The county will not do the work due to budget problems so the HOA and homeowners need to take the action o Only applies to trees with branches hanging below 8-10 feet from the sidewalk - A raising permit from Montgomery county will be required

Overgrown shrubs on Whimsy and Morningwood <ul style="list-style-type: none"> - A number of homes along the bike path in the PEPCO area have shrubs that are infringing on the path (resolution and action below) -
Quick Crete Signs <ul style="list-style-type: none"> - Signs that were damaged / pulled from the ground will be repaired by the board and cemented into the ground
Damaged Levee <ul style="list-style-type: none"> - Homeowner needs to understand the purpose of the levee and the consequences of damaging common grounds (action below) -
Tot-lots <ul style="list-style-type: none"> - Danube tot-lot has a dangerous bolt that needs to be cut off - Annual maintenance checks and tightening of tot-lots to occur in April - Benches are rotting where exposed to the sun (resolution below)
Complaint about the trailer on Bilney <ul style="list-style-type: none"> - The trailer has been parked in the street for many years - The homeowner is allowed to park the trailer in their driveway - There may be an issue with the distance from the fire hydrant (action below)
Asphalt by Sandcastle <ul style="list-style-type: none"> - Annual walkthrough to look at layout of path by Sandcastle footbridge - (resolution below)

CONCLUSIONS
The board decided to extend the current snow removal contract to coincide with the existing lawn service contract.
The board decided that Olney Oaks homeowners must be responsible for late fees and lawyer fees when they occur due to non-payment of annual dues. In the event of special circumstances it is the homeowner's responsibility to notify the Olney Oaks board as soon as possible to make arrangements for other payment options. If the homeowner elects not to inform the board of any special circumstances and additional lawyer and/or collection fees are incurred, it is the homeowner's responsibility to pay those fees.
Community newsletter will be sent to all homeowners in late March
Townhouse homeowners will have one more opportunity to discuss the topic of parking. The issue was first brought up in February 2004 and will be resolved.
Shrubs along the PEPCO path are the responsibility of the homeowner for trimming and maintenance. The HOA board will notify homeowners who need to trim their shrubs.
Rotting benches will be removed from the tot-lots. There are additional benches there now that are in a better location. The board should plan to replace one bench next year.
Asphalt by Sandcastle will be reviewed this year, but work will not be done until 2007. The board will get a price quote for the entire path in September 2007.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Post community calendar and events to the OO web site		
Write a letter to the Dickey family informing them of the board's regret for the family's situation, but the lawyer fees have been incurred and need to be paid by the homeowner.		
Signatories for this year's board will be Bill, John, Barbara, and Jay.		11 March 9:30am @ bank
Barbara will notify Bill about the bank change via email		
Talk to DPWT about the flooding on Queen Elizabeth		
Discuss the life expectancy of the footbridge with Bill		
March newsletter to include townhouse parking information: <ul style="list-style-type: none"> - Mandatory meeting on April 6 at 7pm on the Carissa Tot-lot - Meeting will be rain-or-shine (Dennis to provide canopy in the event of rain) - This is the last chance to discuss the topic and a final decision will be made - The newsletter will define "visitor" - The newsletter will define the current rules 		
Provide a letter to all townhouse homeowners with notification of the April 6 meeting (separate from the newsletter)		30 March
Walk Morningwood and Headwaters to get a count of the trees that		

need to be trimmed		
Send a letter to homeowners on Morningwood and Headwaters about tree trimming		
Discuss low-hanging trees in the newsletter		
Collect a list of homes along the PEPCO path with overgrown shrubs		
Send certified letters to homeowners requesting them to trim overgrown shrubs that are infringing on the PEPCO path		
Talk to homeowner about damage to levee		
Talk to officer DeCarlo about the trailer on Bilney		
Letter to homeowner about the trailer on Bilney		
Talk to fire department about the trailer on Bilney		
Extend the snow removal contract to match the lawn service contract		
Provide PDF format of HOA covenants to Scott		
Update rules regarding how to submit complaints and other communication to the board to allow email		
Recreate the rules for amenities amendment to the covenants to make it readable		
Purchase an updated community map		

OBSERVERS	
SPECIAL NOTES	