Tanyard Spring Homeowners Association, Inc.
Board of Directors Meeting Minutes
Date: February 10, 2026
Time: 7:02 p.m. – 8:04 p.m. EST
Location: Online meeting platform

1. Call to Order and Quorum

- The meeting was called to order by President Rosie Rivera at 7:02 p.m. EST.
- Management confirmed at least three board members were present and that quorum was achieved; total homeowner attendance was 32, with 31 eligible to vote.

2. Board Members, Management, and Guests

Board Members Present:

- Rosie (Rosa) Rivera, President
- Jill Driver, Board member
- Evan Johnson, Board member
- (Treasurer referenced as having connectivity issues; not clearly audible for roll in transcript.)

Management and Guests:

- Forrest Baggarly, Blackstone Management (facilitator/manager)
- Dana Coker, Community Manager, Blackstone Management
- Homeowners present via online platform as reflected in the attached attendance report.

3. Approval of Agenda

- The Board discussed additions/adjustments to the agenda, including:
    - Ratification/placement of ESI invoices related to security system and cameras.
    - Ratification of Erie Insurance deductible related to clubhouse fire damage.
    - Clarification that homeowner comments would be one minute in the opening forum and two minutes before adjournment.

- Motion: President Rivera moved to approve the agenda as presented with the additions (ESI invoices, Erie Insurance item, and updated homeowner comment times).
- Second: By Jill Driver.
- Vote: No board member opposed; motion carried unanimously.

4. Open Forum – Initial Homeowner Comments

An initial open forum was held with a one-minute limit per speaker. Key topics included:

- Records and Management Contract (Michael Brown):
  - Concern that the Blackstone management contract and December 2025 year-end financials had not yet been provided despite a January 7 request; noted it had been 34 days.
  - Questions about a membership upgrade charge at Costco/BJ's in prior financials.
  - Questions regarding the NDA for committee members and access to the management portal.
  - Management responded that:
    - NDAs are required for system access to protect owner information.
    - The transition from the prior management company has been difficult, with resistance and irregularities discovered; they are working to reconcile accounts and provide documents.
- Financial Reports and Transparency (Cheryl Brownell):
  - Asked about timing of December financials and whether paid invoices and contracts would be published or available at the clubhouse.
  - Management noted:
    - A transition financial report has been received but is being reconciled due to irregularities.
    - Contracts/invoices are available upon request under the transparency policy but may not be routinely posted online due to legal concerns and misuse of information on social media.
- Snow Removal and Sidewalks at "the Point" (David Kurtik):

- Noted that, unlike prior years, common-area sidewalks at the Point, including routes used by children to Solley Elementary School and to mailboxes, were not cleared after the January 25 snow/ice event.
- Requested clarification if policy or contractor obligations had changed and asked about status of previously discussed in-person or hybrid meetings.

- Board/Management Responses:
  - President Rivera acknowledged the landscaping/snow contractor (SBC) should have serviced certain areas and committed to follow up with SBC and management.
  - Management and the Board reiterated appreciation for volunteers and explained that the transition, snow event, and volume of communication have increased workload.

5. Approval of Previous Minutes

- The Board reviewed the prior meeting minutes (prepared by the previous management company, Avaris/Everest).
- Motion: President Rivera moved to approve the minutes as presented.
- Second: By Jill Driver.
- Vote: No objections; minutes approved unanimously.

6. Financial Report

- Management provided an overview of the January financials (a transitional report):
  - Balance Sheet and Revenue/Expense reports are available on the owner portal and mobile app.
  - Accounts receivable total approximately $290,578.61; homeowners over certain thresholds have been notified.
  - Operating checking balance: approximately $170,373.84 at First Citizens Bank.
  - Savings/reserves (temporarily consolidated while reconciling accounts): approximately $1,967,007.38 with additional CD accounts pending confirmation from prior management.

    - No association credit cards or loans; a liability line exists for prepaid/over-collected assessments (credit balances) where some owners have paid months or the year in advance.
    - Late notices will begin going out in March 2026; over 500 owners have already set up auto-payments.
- Management explained:
    - Several CD and other accounts from the prior manager are still being verified and will be added once statements are received, likely requiring legal counsel involvement.
    - A more robust budget-comparison financial package is expected next month once reconciliations are complete.
- No formal board action on the financial report was recorded beyond acknowledgment.

7. Outstanding Invoices / Financial Ratifications

7.1 ESI – Clubhouse Security, Cameras, and Access Control

- Background:
    - A fire occurred at the clubhouse, necessitating replacement/upgrade of the alarm and camera system and access control (key fobs).
    - The prior security vendor (Logitech) ceased operations as of December 9, complicating the situation and requiring immediate action.
- Invoices/Amounts Discussed (ESI):
    - Prior discussion referenced multiple invoices and totals; management provided summary figures, including a total due for several ESI invoices and a prior grand total.
    - President Rivera clarified that the Board is ratifying the ESI project total of $14,802.35 for cameras, alarm system, and access control, consistent with prior internal approval.
- Motion: President Rivera moved to approve and ratify the ESI invoice(s) totaling $14,802.35 for installation of the camera system, alarm system, and access control/key fob system at the clubhouse.
- Second: By Evan Johnson.

- Vote: No board member opposed; motion approved unanimously.

7.2 Erie Insurance – Fire Damage Deductible

- Background:
    - The association filed an insurance claim with Erie Insurance for the clubhouse fire damage.
    - Erie advised of a $5,000 deductible related to the claim.
- Motion: President Rivera moved to approve and ratify payment of the $5,000 deductible to Erie Insurance in connection with the clubhouse fire claim.
- Second: By Jill Driver (with support noted by Evan).
- Vote: No board member opposed; motion approved unanimously.
- Management noted that all outstanding invoices are currently being reviewed and digitally approved by board members as an added control during the transition period (expected for 6–8 months).

8. Committee Reports

8.1 Design Review Committee (DRC)

- Report by Evan Johnson:
    - Committee currently includes several interested members; some applications from last year have been closed out, and the committee is transitioning under the new management system.
    - No new applications had been received at the time of the meeting.
- NDA / Membership Status:
    - President Rivera requested confirmation as to whether all DRC volunteers had signed the required NDA.
    - Management noted that signed NDA forms were not on file for Michael Brown or Alyssa Shirk.
- Motion: Due to lack of fully confirmed/qualified committee membership under the NDA requirement, President Rivera moved that DRC approval authority temporarily revert to the Board of Directors until an active, compliant committee is re-established.

- Second: By Jill Driver.
- Vote: No opposition noted; motion carried.
- Notes:
    - Two committee volunteers (Noah and Stephanie) will remain in place while a third member is recruited; the Board intends to return DRC decision-making to the committee, ideally by March 2026, once a fully compliant committee is in place.
    - Homeowner volunteers are requested for the DRC; interested owners should contact management.

8.2 Social Committee

- No formal report; the committee did not meet last month and is revamping.
- The Board is actively seeking volunteers to assist with 2026 events.

8.3 Garden Committee

- No formal project report; volunteers are needed, including a new committee chair.
- The committee expects to begin work at the garden center in March 2026.

8.4 Tanyard Park Committee

- Report by Michael Brown:
    - Netting around the baseball diamond has been installed; parking lot work is underway.
    - Remaining work primarily involves landscaping, expected to be completed in the spring.
    - Michael will coordinate with his point of contact regarding any ribbon-cutting/opening ceremony and will notify management/board for potential attendance and community announcement.

8.5 Pool, Gym/Clubhouse, Courts, Playground, Dog Park

- No specific updates for pool, gym, basketball or tennis courts, or playground at this meeting, aside from the fire-related work and security upgrades already discussed.

9. Landscaping and Snow / Ice Operations

9.1 Report from SBC (Landscaping Contractor)

- President Rivera read an update provided by Ron of SBC Landscaping:
    - Spring operations will begin with fall clean-ups followed by mulch installation, including edging and pre-emergent application before new mulch is applied throughout the community as per contract.
    - SBC will coordinate with Evan to confirm seasonal flower colors and discuss watering approvals to maintain warranties on plantings installed in 2025.
    - SBC will submit a new design for beds at the dog park and requested final approval for previously budgeted tree replacements so dead trees can be removed and replacements secured for early spring installation.

9.2 Snow Event / After-Action Feedback

- The January 2026 snow and ice event ("Snowmageddon") generated numerous concerns, particularly at the Point.
- President Rivera:
    - Stated that, overall, the contractor did a solid job under unusually severe weather but acknowledged service gaps and committed to an after-action review (AAR).
    - Invited owners to submit snow feedback to management through March 15, 2026, to help refine expectations and performance for future events.
- Management explained that inspections by Dana and the board will resume in April, with details to be communicated in March.

10. Inspections / Covenant Enforcement

- Report by Jill Driver:
    - Many homeowners have requested extensions for violation corrections due to snow, ice, and other circumstances; most such extensions are being granted.
    - Owners experiencing hardship or delays are encouraged to contact management to request additional time.
    - Cutoff date for extensions is March 31, 2026; by then, outstanding inspections/violations are expected to be resolved.
- Management added:

- Routine community-wide inspections by management and the Board will begin in April 2026; additional information and reminders will be sent in advance.

11. Management / Portal / Communication Notes

- Management emphasized:
    - Approximately 80% of the community has already registered for the owner portal or mobile app, which should be used for payments, document access, and communications.
    - Meeting recordings and transcripts are made in order to produce accurate meeting minutes; this is standard practice for the management company.
- Transparency and Legal Issues:
    - Management noted that some items (including certain financial/contract documents and social-media-related issues) are under legal review, and that dissemination of some information is constrained pending counsel's guidance.
    - Management referenced "misinformation" being spread on social media and indicated those matters are in the hands of association counsel; detailed discussion will occur directly with involved owners, not in open session.

12. Old / New Business

12.1 Clubhouse Fire and Security Upgrades

- The Board summarized for owners:
    - A fire occurred at the clubhouse; certain homeowners have acknowledged involvement but details are limited due to an ongoing investigation.
    - The clubhouse has reopened with new cameras, alarm system, and access control installed by ESI.
    - The Board previously acted by internal vote to proceed with necessary life-safety work and, at this meeting, formally ratified the associated ESI and insurance deductible expenses (see Section 7).

12.2 Bridge Rehabilitation / Stormwater Management

- Bridge Rehabilitation:

- Michael Brown reported ongoing advocacy with County officials regarding bridge conditions and related retaining wall issues; timing appears linked to a capital improvement process, with the earliest county action possibly around 2027.
- The Board is open to participating in future county meetings and coordinating with Mr. Brown on advocacy efforts.

- Stormwater Management:
  - No active board projects were reported at this time, but the Board will continue to monitor and engage with county representatives as needed.

12.3 Hybrid / In-Person Meetings

- Several homeowners expressed interest in periodic in-person or hybrid meetings.
- Management and the Board acknowledged this request; the Board expressed intent to hold at least one in-person meeting during summer 2026, with a tentative target of May (noting President Rivera's preference around May 12).

13. Final Open Forum (Two-Minute Limit)

During the second open forum, homeowners raised additional questions and comments, including:

- Records Request Timelines and Legal Requirements (Alyssa Shirk and others):
  - Questions about compliance with Maryland laws requiring provision of certain HOA records within 21 days of written request.
  - Questions about statutory compliance tasks being routed first to volunteer board members rather than handled directly by management.
  - Questions about the legal basis and adoption of a snow-event parking policy email (request for the specific governing document or board action supporting it).
  - Questions on whether outside legal counsel drafted the DRC NDA and why DRC volunteers are not covered under HOA indemnification like board members.
  - Questions seeking specific identification and correction of alleged "misinformation" mentioned by management and guidance from legal counsel on board conduct on social media.

- Management Response:
    - Management stated that many of these questions are or will be addressed in consultation with association legal counsel and will be responded to in writing directly to the homeowners where appropriate.
    - Management reiterated that certain owners' social-media postings are under review by counsel and declined to debate details in the open meeting.
- Snow Removal Law / County Ordinance (Michael Brown):
    - Noted that the county recently changed laws related to snow removal, fines, and timelines; he wanted to ensure the Board is aware of these changes.
    - Offered to share relevant information and documentation with the Board.
- Account-Specific Questions:
    - Several homeowners raised individual account or violation questions; these were not discussed in detail in open session. Management will flag those for follow-up by Dana.

14. Adjournment

- With no further open questions appropriate for the full group, President Rivera moved to adjourn the meeting at 8:04 p.m.
- Second: By Jill Driver.
- Vote: No opposition; motion carried and the meeting was adjourned.