

TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
7 P.M. ON SEPTEMBER 10, 2019

The Board of Directors of the Tanyard Springs Homeowners Association, Inc. met on September 10, 2019. The following persons were in attendance:

BOARD OF DIRECTORS

Jayla Walters, President

Jessica Arseneault, Secretary

Michael Brown, Treasurer (present via phone)

Tim Swigert, Vice President

David Gurulé, Director

Tamru Demsash, Community Manager, CMC

Sheriff Bah, Portfolio Manager, CMC

Nancy Puckett, Assistant Manager, CMC (absent)

Recording Secretary, just a MINUTE!

HOMEOWNERS PRESENT – Refer to sign in sheet

STATEMENT OF EXECUTIVE SESSION

The Board opened Executive Session at 6:42 p.m. at the September 10, 2019, Board of Directors Meeting to meet with the insurance agent and discuss legal matters.

REGULAR SESSION

CALL TO ORDER

Jayla Walters called the Regular Session to order at 7:12 p.m.

AGENDA

Jayla Walters made a motion to approve the Agenda as amended to include approval of pool rules/gym facility rules, TownSq Communications, and poll update. Tim Swigert seconded, all in favor, motion passed.

MINUTES

Approval of the Minutes is tabled upon further review.

STATEMENT OF WORKING SESSIONS

Jayla Walters explained that the Board has had several working meetings over the last month. Michael Brown stated that a working session was held to review and edit the pool rules due to the lack of a recreation committee.

COMMITTEE REPORTS

DESIGN REVIEW COMMITTEE

Michael Brown reported:

- There have been 65 applications filed.
- The committee has four members and has scheduled their first meeting for September 25, 2019 at 7 p.m.
- Board members are encouraged to join.

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FINANCE COMMITTEE

Cheryl Brownell reported:

- Recent meeting had two committee members and Jessica Arseneault in attendance.
- Discussed committee activities and budgets that may affect finances.
- Discussed the recent poll.
- Draft budget sent to Michael Brown to share with the board and draft budget from CMC was shared with the committee.
- The committee is reviewing the budget side by side and asks that the Board also provide their input. The budget numbers were provided by Cheryl Brownell.
- A working committee with the finance committee is suggested for September 23, 2019.
- David Gurulé asked about the budgeted cost for an additional third office employee. Cheryl Brownell explained that she did not know the exact amount that was suggested from CMC.
- Jayla Walters explained to the finance committee that there are several aspects of the clubhouse, pool chemical feeder, possible pool furniture/tiles, and other items that are indicated by the reserve study that may need maintenance/replacement within the next three years.

SOCIAL COMMITTEE

Pat Warner reported:

- Several new volunteers attended the meeting.
- Reviewed past events to prepare for next year budget and scheduling.
- Planning for 2020 schedule based on past events but suggested to hold four major events in each season instead of a multitude of small events that serve a smaller group of homeowners.
- Jayla Walters inquired about having a poll for homeowners to select the activities that they would like to see. Jessica Arseneault suggested a forum post. Tim Swigert suggested going door to door to get information.
- The Board tasked the Social Committee to start a forum for suggestions on social committee events.

PARKING AND TRAFFIC COMMITTEE

No report at this time.

MANAGEMENT REPORT

Tamru Demsash reported:

- The rough budget is complete and should not vary too far from the last budget.
- Jessica Arseneault requested Management to reach out to High Sierra regarding dog swim. High Sierra responded that dog hair could cause potential issues with filtration; however, they will provide a lifeguard free of charge should the Board decided to go ahead with the event. No additional cleaning fees would be assessed.
- The cost to install a walking pathway from Bluffton to Solley would be about \$7K. If the Board wishes to pursue the pathway ATLANTIC MAINTENANCE GROUP could come out and take measurements.

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- Lawn maintenance for the townhomes of the front and back yard would cost the community \$375K annually. This breaks down to approximately \$300 per unit each month. Instituting this change would require a community vote of 2/3 to pass as this would change the governing documents. Prices would vary based on the yard if only front and side would be done.

TREASURER’S REPORT

Michael Brown presented the Treasury Report for July 2019.

Operating Accounts	\$1,607,675.72
Delinquent Accounts (247)	\$ 110,621.52
Total accrued reserves	\$1,343,054.99
Unappropriated Owner’s Equity	\$1,492,134.52

The association has a delinquency rate of 7.4%. In a 12-month budget, the delinquency rate would be 6.2%. Delinquencies will result in loss of gym, pool, and use of other amenities.

Jayla Walters explained that there is a CD with Sandy Springs Bank in November that will need to be discussed. Tamru Demsash will set up a meeting with the financial advisor to get input on the upcoming CD rollover.

MATTERS OF BOARD CONCERN

ACTION ITEM 1 – Snow Removal Contract

Jayla Walters made a motion to approve ATLANTIC MAINTENANCE GROUP’s proposal for the removal of snow from the private roadways and walkways, contract effective November 1, 2019 through April 15, 2020. The cost will be expensed to GL codes #6432 – Snow Removal Townhome Common Area, #6442 – Snow Removal Clubhouse, and #6495 Snow Removal HOA Common Area. Tim Swigert seconded. David Gurulé inquired about changing the contract to three inches. Tim Swigert expressed concern that waiting for three inches may result in problems with children getting to school buses safely. This matter will be tabled so recommendations can be discussed with ATLANTIC MAINTENANCE GROUP about their experience with three inches instead of two inches. Management will inquire with Anne Arundel County about their recommendations and regulations.

ACTION ITEM 2 – Committee Member Requests

Jayla Walters made a motion to approve Rosie Rivera to the Social Committee on the basis it is understood that Board and Committee business shall not be discussed on the unofficial Facebook group effective immediately. Michael Brown seconded, motion passed.

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	In Favor	Opposed	Abstained	Absent
Jessica Arseneault	X			
Michael Brown	X			
Timothy Swigert	X			
David Gurulé	X			
Jayla Walters	X			

ACTION ITEM 3 – Approval of Updated Documentation

Jayla Walters made a motion that the Board shall review all necessary documents before the next FY so as to prevent things from getting too far off hand in the next year. Michael Brown seconded, David Gurulé opposed, motion passed. David requested his reason for opposing this motion be noted as this resolution does not provide deadlines, priorities, and does not define "necessary". There is no way to enforce this resolution as it stands.

	In Favor	Opposed	Abstained	Absent
Jessica Arseneault	X			
Michael Brown	X			
Timothy Swigert	X			
David Gurulé		X		
Jayla Walters	X			

FUTURE AGENDA ITEMS

- Sandy Spring CD

MATTERS FOR BOARD DISCUSSION

DISCUSSION ITEM 1 – FY20 Budget

Cheryl Brownell presented the budget recommendation from the finance committee. CMC provided their input on the budget. The Board will be meeting with the finance committee at their September meeting.

DISCUSSION ITEM 2 – Bioswales

Tamru Demsash shared that Management is waiting for the county to come back with the information for the bioswales. Bioswale maintenance is included in the proposed budget and should remain in the budget until additional information is received from the county.

DISCUSSION ITEM 3 – TownSq

Jayla Walters explained that Mac Staples, CMC issued an email requesting that Management not use the TownSq Forum format to communicate with the community. Notifications do not arrive like emails and Management has had challenges responding to forum posts in a timely fashion. David Gurulé explained that some of these issues with TownSq not being used in the proper fashion. Michael Brown expressed concern that TownSq is not efficient when communicating and email is more effective and provides consistent notifications. Jayla Walters shared that Mac Staples

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has suggested Management only communicate with the community via email. Additionally, Jayla Walters suggested that the Board use a method other than TownSq for communication.

DISCUSSION ITEM 4 – Poll

Jayla Walters explained that the poll was closed based on an executive decision. Jayla Walters explained that her hope is that the poll be revised and posted later.

OPEN FORUM

Jayla Walters explained that the format for open forum will consist of two minutes for discussion, comments, and responses will come from the Board at a later time.


Items Discussed:

- Homeowner explained that there are persons parking in the Pointe to collect their children from Solley Elementary. This matter was previously discussed with the school however the school has now changed principals. Signs cannot be posted due to HOA rules, however they are trespassing.
- Homeowner inquired how to submit a proposal for the Board to consider. Proposals should come to the Board via the committee liaison.
- Homeowner suggested the snow removal contract be worded as “two inches, and continually coming down” to specify when to plow the roads.
- Homeowner suggests renaming the Traffic Committee to Roads and Signage.
- Homeowner shared her dislike for the new open forum format.
- Homeowner explained that there has not been an issue with snow removal in the single-family community and waiting for 3-4 inches would not be a problem.
- Homeowner requested that the Board to adhere strictly to the two minute comment per person and no discussion for future open forums.

NEXT MEETING: October 8, 2019

AJOURNMENT

Jayla Walters made a motion to adjourn the Regular Session at 8:33 p.m. Tim Swigert seconded, motion passed.



SIGNATURE

12 November 2019

DATE