

TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
7 P.M. ON APRIL 11, 2017

The Board of Directors of the Tanyard Springs Homeowners Association met on April 11, 2017 at Tanyard Springs Clubhouse. The following persons were in attendance:

BOARD OF DIRECTORS

Jayla Walters, President

Michael Brown, Treasurer

Brian Turrell, Director

Raquel Rodriguez d'Langlois, Vice President (absent)

Jason Hnat, Secretary

OTHERS

Tamru Demsash, Community Mgr, CMC

Dee Singleton, Portfolio Manager, CMC

Recording Secretary, just a MINUTE!

REGULAR SESSION

CALL TO ORDER

Jayla Walters called the Regular Session meeting to order at 7:01 p.m.

AGENDA

Jayla Walters made a motion to approve the Agenda as amended. Michael Brown seconded, all in favor. No objections, motion passed.

MINUTES

Jayla Walters made a motion to approve Minutes of the Regular Session as submitted. Michael Brown seconded, motion passed.

OPEN FORUM

Q: Homeowner inquired when the roads will be painted, because it could be easily two lanes.

A: Michael Brown stated there is only one lane in and one lane out of the community.

Q: Homeowner inquired if an email can be sent to remind residents to run on the sidewalk, and not on the road. The law states bikes on the road, and run on sidewalk.

A: Michael Brown will include in the newsletter.

C: Homeowner stated dogs are running loose, a dog was off his leash and was running after him. When he reported the loose dog to the dog owner, she cursed at him. Homeowner inquired if Anne Arundel Leash Law can be placed in the newsletter.

C: Tamru Demsash suggested that homeowner file an affidavit with the county.

C: Michael Brown suggested to call the county 311 non-emergency number.

C: Homeowner suggested to take pictures so it is no longer your word vs dog owner's word.

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- Q: Homeowner stated there are too many vendors, and asked if something can be done.
A: Michael Brown stated if vendors are not knocking on your door its ok.
- C: Homeowner stated cars are parking on the sidewalk, specifically a gray Ford.
A: Michael Brown suggested to call Anne Arundel Police at 410-222-8610 to address this matter, homeowner can remain anonymous and AAPD will take name and number for follow up. Individuals can be fined \$50-\$60.
- Q: Homeowner asked why there is a negative Owners' Equity.
A: Jayla Walters stated there is a negative \$212K in Owners' Equity, and this has been since the inception. The amount resulted from litigation, snow removal, assessments, and no increases in dues for several years.
- C: New homeowner has not received new homeowner's information.
A: Tamru Demsash requested the homeowner to email him, or come to his office.
- C: Jayla Walters shared new Basketball Court hours: 8:00 a.m. – 8:00 p.m. May 1 through Labor Day and 8:00 a.m. – 6:00 p.m. the day after Labor Day to April 30. Hours go into effect starting April 18, 2017. She also reported the light refractor has been approved.
- C: Homeowner reported children brought LED lights to basketball court and played until 10:30 p.m. last night.
- C: Jayla Walters read the following responses from attorney Raymond B. Via to address homeowner, Mr. Cox's questions:
- Q: Homeowner, Mr. Cox stated during the board meeting of March 23, 2017. Comments were made by the Board stating that we are required to have a basketball court at the risk of being sued for not having one. I would like to request a copy of that document as I am unable to locate any of the verbiage in any of the documents I was provided at closing.
- A: As a part of the build-out of the Tanyard Springs Homeowners Association, the Developer was required to develop certain recreational areas in accordance with Maryland National Capital Park and Planning Commission (MNCPPC) guidelines. A basketball court, as well as other recreational areas, were developed in order to satisfy these MNCPPC recreational requirements. The Association would run the risk of violating the MNCPPC approved site plan if it did not maintain recreational areas in accordance with the plan. The Association's plats and plans are public records which are accessible to all community members at the local Circuit Court or online.
- Q: What is the HOA policy on document and record retention? Since the Board uses personal email account, I would like to know what records are kept of communications between

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Board members, CMC, legal and community members, and what the retention schedules those records have to follow.

A: The Association's Managing Agent and the Board of Directors follow Federal IRS guidelines and various State statutes concerning the keeping of records with respect to document retention. All communications between the Board and/or the Managing Agent with the Association's legal counsel are privileged communications/documents and may be withheld from inspection by community members in accordance with the Maryland Homeowners Association Act (Act). Likewise, many of the communications between the Board/Manager and individual members of the community are considered private records of the individual and are kept confidential pursuant to the Act. You should know that prior to your question, the Board was working on adopting a formal document retention policy for the community for clarity's sake. Once completed, a copy of the policy will be distributed to the community in accordance with the Association's Declaration.

Q: At the board meeting on Thursday March 23, a comment was made that if an item needs to be put to a community vote, 2/3 of the community would need to vote on it. Is there a document that outlines the 2/3 voting on the items below? What is the actual 2/3 count that is needed of the total ownership? What happens if the 2/3 is not reached? Does it work like board elections with a second mailing and then the results stand at that point? If only 100 people vote, is the 2/3 based on that 100 or total ownership? What do abstention votes count as in the 2/3 vote?

A: I believe the context of your questions was the potential amendment of the Association's governing documents. In order to amend the Association's Declaration, an affirmative vote of 2/3 of the **entire** membership is required (Declaration, Article 18, Section 18.6). If that vote is not reached, then the Declaration cannot be amended. This is a completely different process from board elections. The amendment process requires a very high threshold which can only be satisfied by the 2/3 vote of the total membership. With respect to the Association's Bylaws, a lesser threshold is required. Article 14 of the Bylaws only requires the vote of 51% of the **total** votes in the Association.

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COMMITTEE REPORTS

COMMUNICATIONS COMMITTEE – Michael Brown stated he is working on the newsletter.

DESIGN REVIEW COMMITTEE – Has a new member, Anthony.

NEIGHBORHOOD WATCH COMMITTEE – Brian Turrell stated the last member resigned due to moving out of the community. The committee is not active every month.

RULES AND REGULATIONS COMMITTEE – No report at this time.

SOCIAL COMMITTEE – Jayla Walters stated the Book Club, Cinco De Mayo and Clean up/Earth Day events will take place more information to be announced soon.

TRAFFIC COMMITTEE – Discussion of no parking signs placed on Heritage Crossing.

Q: Homeowner inquired if there will be parking on both sides of the street on the weekend.

A: Not sure.

C: Jayla Walters asked for homeowners to write a letter to make suggestions.

C: Homeowner stated never to allow parking on both sides of the street.

MANAGEMENT REPORT

Tamru Demsash encouraged homeowners to email him bios to volunteer for community events and activities by serving on committees, and to send an email if homeowner is resigning from a committee. He also stated pool repairs will be finalized by the end of the week, and Neighborhood Watch signs proposals have been received.

C: Jayla Walters commended Tamru Demsash for holding down the fort since February 11, 2017, and his counterpart will begin on Monday April 24, 2017 full-time then move to 20 hours per week.

TREASURER'S REPORT

Michael Brown presented the treasury report for February 2017:

Operating Accounts	\$210,097.94
Delinquent Accounts (172)	\$ 63,223.48
Total accrued Reserves	\$748,628.78
Unappropriated Owner's Equity	(\$192,054.26)

The Association has a delinquency rate of 4.9%.

C: Michael Brown stated many of the accounts have \$5 or less due to a number of people who

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have not paid the \$5 increase.

- Q: Brian Turrell inquired why the discrepancy in unappropriated owner's equity.
A: Dee Singleton will email him the explanation.

MATTERS FOR BOARD DECISION

Ratification of Email Vote- Approve New DRC Member

I move to ratify the Board's decision of 03/31/2017, to appoint resident Antonio Alaimo for membership to the Tanyard Springs Design Review Committee effective April 1, 2017.

Motioned: Jayla Walters 2nd Michael Brown

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

Ratification of Email Vote- Approve Signage for Basketball Court

I move to ratify the Board's decision of 03/31/2017, to revise the basketball court hours as of April 18, 2017 to be the following: May 1 through Labor Day: 8:00 a.m. to 8:00 p.m. (Summer Months)
Day after Labor Day through April 31: 8:00 a.m. to 6:00 p.m. (Winter Months).

Motioned: Jayla Walters 2nd Michael Brown

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

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Ratification of Email Vote- Approve Credit Card Resolution

I move to ratify the Board's decision of 03/31/2017, to approve the new credit card resolution allowing the current General Manager to get a Visa credit card for Tanyard Springs HOA Official Business and have a credit limit of \$5,000.

Motioned: Jayla Walters 2nd Jason Hnat

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

Review/Approve - Dead Tree Removal

"I move to Approve AMG's proposal to remove several potential forest edge tree liability as well as 1 dead pine located in section A of the community for the cost of \$2485.00, and to be expensed to GL 6165".

Motion: Jayla Walters 2nd Jason Hnat

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

Review/Approve - Traffic Committee Members

I move to ratify the Board's decision, to appoint residents Dave and Alyssa Shirk for membership to the Tanyard Springs Traffic Committee effective immediately.

Motion: Jayla Walters 2nd Jason Hnat

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

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Review/Approve Social Committee Yard Sale

I move to Approve the Tanyard Springs Yard Sale at no cost to the committee on Saturday July 8, 2017, and Saturday July 15, 2017.

Motion: Jayla Walters 2nd Jason Hnat

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

Review/Approve – Repair Tennis Court Access Door

I motion to have the tennis court door, to be fixed to allow the access control device (ACD) to work properly and allow the HOA to control access to the tennis courts if homeowners are 61 days delinquent on their HOA dues and to allow control of when people can utilize the tennis courts.

Motion: Jayla Walters 2nd Michael Brown

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

Review/Approve Signage Size

I motion to have new signs the basketball court, same size as Tanyard Cove. Jayla Walters will sign off after it is finalized, and Brian Turrell and Michael Brown will decide where signs will be located.

Motion: Jayla Walters 2nd Brian Turrell

Board Member	In Favor	Opposed	Abstain	Absent
Brian Turrell	X			
Jason Hnat	X			
Michael Brown	X			
Raquel Rodriguez d'Langlois				X
Jayla Walters	X			

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BOARD AWARENESS / DISCUSSION ITEMS

DISCUSSION ITEM 1 – Fence Proposal for Basketball Court

Management will reach out to Lennar for a timeline of completion of playfield.

DISCUSSION ITEM 2 – Proposals for Neighborhood Watch Signs

Brian Turrell stated 20 signs are proposed through the community, and cost \$170 per sign including installation. Homeowner stated she does not want to see signs. Jayla Walters has tabled this discussion.

DISCUSSION ITEM 3 – Mulching of Single Family Area

Tamru Demsash stated contractors do not mulch for homeowners in Single Family area. Homeowners requesting to give proposal to the Board. Tamru Demsash stated homeowners have been mulching this area since the inception of this community, but tend to mulch too much, or too little around the tree. Jayla Walters stated contract homeowner mulching occurred as a courtesy, and from now on it will be the homeowner's responsibility.

DISCUSSION ITEM 4 – Commercial Lot for Sale

Michael Brown stated he would like to propose to the School Board to make this a potential bus stop. Brian Turrell stated it would prevent students from waiting at the bus stop on the main street. Jayla Walters to rally the young families. Michael Brown will add this discussion to the newsletter.

DISCUSSION ITEM 5 – Data Retention/Documents

Q: Jayla Walters inquired what is the protocol for keeping records.

A: Dee Singleton stated she does not understand the basis for the question, then responded that paper documents are placed into a box for seven to eight years, and electronic copies are kept according to the law.

Q: Homeowner inquired what is to stop anyone from deleting information from email.

A: Jayla Walters inquired how you protect for good and bad. CMC recommends what to do with documents. Michael Brown stated emails sent are received and logged.

C: Homeowner stated homeowners can get a carbon copy of emails, and there can be sensitive information, or damaging information.

A: Jayla Walters stated each member receives email etiquette, and anyone can come up with a protocol. Brian Turrell stated in addition to this conversation, the Board is exploring options.

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DISCUSSION ITEM 6 – Telecom Pedestals Comcast/Verizon

- C: Tamru Demsash stated the pedestals are Comcast's not Verizon's, and Comcast will start to call again.
Q: Brian Turrell asked what the issue is.
A: Jayla Walters replied the pedestals look terrible.
C: Michael Brown will inquire.
C: Homeowner suggested to reach out to Anne Arundel County Cable Administrator for assistance.

ACTION ITEMS

Not stated.

OPEN FORUM

- Q: Homeowner inquired of No Parking Signs.
A: Brian Turrell stated No Parking Signs were installed.
Q: Jayla Walters inquired where signs were taken down.
C: Michael Brown stated it is state law to park in the flow of the traffic
- Q: Homeowner inquired what changed with the commercial lot it has been discussed for years we are waiting for construction to be completed.
Q: Homeowner inquired why it takes 30 days to address violations.
A: Jayla Walters replied we have to follow a process: notice/warning, two weeks to repair, a fine letter, hearing, the Rules & Regulations state 45 days or more before issue are addressed.
C: Homeowner inquired because neighbor has put up basketball hoop.
- Q: Homeowner stated homes look nice and uniformed, but two residents have changed lights to bright blue.
A: Jayla Walters stated inspections will occur on Mondays: April 17, 2017 and April 24, 2017, and to send the addresses to Tamru Demsash.

NEXT MEETING: May 9, 2017

AJOURNMENT

Jayla Walters made a motion to adjourn the Regular Session at 8:33 pm. Michael Brown seconded, motion passed.



SIGNATURE

5-9-17

DATE