

CHAPEL GROVE HOMEOWNERS' ASSOCIATION

Minutes

January 24, 2007

The Board of Directors of Chapel Grove Homeowner's Association met at the Odenton Library on Wednesday, January 24, 2007. Present were:

Nancy Gossard – President
Jim Frank – Treasurer
Mike Miller – Secretary
Randy Buckley – Member-at-Large
Byron Malogrides – Member-at-Large
Doug Zander – Member-at-Large
Josh Mahoney – Landscape Committee Chair
Terry Whitehead – Safety Committee Chair
Kerrie Wilson - ProCom Management Agent
Gail Kramer – Recording Secretary

The following homeowners were also present:

Joseph Dunlop – 943 Arkblack Terrace
Dan Hall – 2412 Jostaberry Way
Belinda Horstkamp – 1209 Steuben Court
Marian Moore – 1526 Star Stella Drive
Glenn Smith – 786 Seneca Drive
Betty Slayton – 1556 Star Stella Drive
Scott Wallace - 1539 Star Stella Drive
Mr. Whitehead

Absent: Luella Bressler – Vice President

CALL TO ORDER

Nancy Gossard called the meeting to order at 7:03 p.m. and welcomed homeowners to the meeting. She noted at no cost to the association, businesses in the area have donated gift certificates in the hopes homeowners will frequent their establishment. Attendees were encouraged to enter their names for the drawing.

MINUTES APPROVAL

Randy Buckley moved to approve the minutes from the December 13, 2006 Board meeting as written. Mike Miller seconded the motion. There was no additional discussion and the motion was unanimously approved.

PRESIDENT'S REPORT

Nancy presented the following report:

1. The communications chair, Danielle Mahoney has resigned. The Board is looking for someone to volunteer for the position or to write the newsletter.
2. Conducted a walk through of the community with Kerrie Wilson and Jim to follow up on violation complaints. Individual issues are reviewed and crossed off the list as an open item or the next step is taken. She noted homeowners are starting to realize it's important to submit an application for architectural changes to their homes.
3. A new snow pushing contract is in place with Seasonal Changes. Luella Bressler and Josh Mahoney were thanked for their efforts in coordinating the contract.
4. Working on securing a more permanent location for the Board meetings. Kerrie said the association has been accredited to meet at Waugh Chapel Elementary School but she is waiting for confirmation for the county school system. The Odenton Library is not always available because the library has priority and often uses the space on the fourth Wednesday of any given month.

TREASURER'S REPORT

Jim provided the following report:

1. The association is currently ahead of the budget. He is looking at moving funds from the checking account to a money market account to earn income and to avoid maintaining a large checking account balance.
2. Doing well on collecting homeowner debt thanks to ProCom's efforts. His goal is to make sure everyone is up to date by mid-year.
3. Kerrie said the operating signature card is current but the Smith and Barney card has not been updated yet. Kerrie will have the signature cards updated. Jim asked for the card to state his legal name, James Frank.

PROCOM MANAGEMENT REPORT

1. Transfers of Ownership

None reported this month.

2. Projects Completed/Underway

- a. ACC – Board voted/signed requests on January 10, 2007.
1411 Lodi – approval letter.
2444 Jostaberry – fence.
- b. Violation letters will mailed regarding parking, play equipment, jet skies, firewood, commercial vehicles.

3. General Matters

- a. Circuit Court sent confirmation January 2, 2006 that the association's collection policy has been recorded in the land records.
- b. E-mail from Winchester Homes regarding misspelled Steuben sign.

- c. Violation letters regarding parking, play equipment, jet skis, firewood and commercial vehicle.

COMMITTEE REPORTS

COMMUNICATIONS COMMITTEE

1. Randy Buckley, Board liaison to the communications committee acknowledged Danielle Mahoney's resignation from the committee. He reported James is doing a great job keeping the website updated. He noted the newsletter takes a lot of input from the community and the Board that is not always forthcoming. Nancy encouraged homeowners to check the website frequently.
2. Byron said there was a large discussion concerning the ability to accept the ProCom contract at the December Board meeting. It appeared from that meeting that there was going to be a poll on ProCom's ability to manage the community that has not been forthcoming. Randy said there was going to be a letter sent out but is not sure anything was decided, i.e. postcard vs. website, etc. Byron asked who was leading the effort and cautioned against burying the issue. Jim suggested putting the question on the website now and sending a postcard asking homeowners to log onto the website. Mike Miller said he would put together a survey question for the website. Randy Buckley agreed to take the lead on the issue.

LANDSCAPE COMMITTEE

1. Doug Zander, Board liaison to the landscape committee said he received letters and comments from homeowners on Seneca and Star Stella who were affected by the re-forestization. He reported the committee is working to identify rules and regulations to be in accordance with Anne Arundel County code for re-forestization and noted there are many steps that have to occur. The committee is working on determining what actions as a Board and community it will have to take and may possibly seek help from Winchester Homes. Josh said he has talked to the county official who will inspect the re-forestization over the next two years. Step two will be to make a plan with the Board and step three may be to hire an engineer to make sure the association's plan is in line with the plats. He further stated the county employee suggested the association talk to the engineer who drafted the original plans.

A homeowner questioned whether the Board plans to redo what has already been done. Doug agreed to conduct an investigation. Kerrie reported Winchester Homes has stated they don't have any additional re-forestization plans. The homeowner is concerned about spending money on an engineer to review re-forestization issues when association funds are tight. He said the trees are on common ground and were in the original plans. There was extensive discussion as to whether or not the trees were in the original plans. Conflicting opinions were voiced.

2. The committee received bids for irrigation systems.
3. Doug reported he and Josh met with a design company for preliminary design work for the front of the community. Homeowners were encouraged to review the drawings at the conclusion of the meeting. Randy noted the front fence is in disrepair, the lights aren't working, and the guard house is in disrepair which is why the committee is seeking design ideas.
4. Doug reported that during the initial walkthrough with the design company of the front entrance it was noted the sycamore trees look sickly. Josh met with Bartlett and they took soil samples. A lot

of the trees are diseased. The committee will consider the best course of action to address the diseased trees. Homeowner suggested not using white pines because they are not long living trees. Winchester has planted a lot of them and they do not live long. Doug said there are several different saplings planted. Kerrie said white pine are fast growing and are planted frequently by developers. A homeowner said white pines are prone to spider mites.

5. Josh said he met with three companies for bids on fencing and will present the proposals to the Board when they are secured.
6. Doug asked if there were any other issues the committee should be focusing on. None were noted.

POOL COMMITTEE

1. Luella Bressler, Board liaison to the pool committee was not present. In her absence Nancy noted Ricky Kwak suggested the association install an automated pool entry system. He has been working with Kerrie on how the system would operate, i.e. who maintains it, etc. Kerrie said the technology may tap into the management company's database but only has preliminary information at this point. Ricky is working with the pool committee on the issue.
2. Nancy said the pool committee is considering some type of enclosure for the pool cover during the summer months. Doug had suggested shelving as a way to maintain and protect the pool cover during the summer months to keep it in good condition.

SAFETY COMMITTEE

1. Nancy reported Terry Whitehead, committee chair, secured a police report from the Anne Arundel County Western District Police Department which was subsequently posted on the association's website. Byron Malogrides, Board liaison to the safety committee, informed homeowners that thanks to the efforts of Terry and her meetings with the police commander, Chapel Grove is being patrolled daily at no charge to the association.
2. Byron also reported a community wide safety day, similar to the one that was held last year is in the planning stages. The committee is hoping to make the event larger this year to include displays and more activities for children. The committee may hold the event in conjunction with distribution of pool passes this year.

At this point Terry arrived at the meeting and provided the following additional information:

3. Plans to work with the pool committee to coordinate the events. May try to get free blood pressure testing, etc.
4. Presented crime statistics to the Board. Byron noted Terry has been trying to get Chapel Grove identified in its entirety instead of in conjunction with surrounding communities.
5. A homeowner asked for information on the traffic study. Terry said another study will be done in the spring and fall to determine how much traffic is going to GORC. The county will calculate the number of houses and cars that should be coming through the community as well as the number of contractors driving through. Terry will meet with the county and present findings to the Board next month. She and county representatives will meet again in the summer and then in the fall the county will present its recommendations, i.e. additional signage, traffic calming, etc.

A homeowner stated she thinks speeders are worse early in the morning. Doug said the point is well taken and that's why homeowners should be asked where they think the real issues are in the community. Nancy said it's another example of a polling question for the community. The homeowner suggested posting a notice on the association's website to remind homeowners of the speed limit. Terry acknowledged the idea and suggested adding a blurb to the letter that is sent out to homeowners reminding them of the next Board meeting in the form of a monthly tip/reminder, i.e. "How fast are you driving?" etc.

6. Reviewed street crime statistics from January 2006 until January 16, 2007.
7. Police Community Relations Committee is based on building relationships between the communities and the police Terry explained. She met one on one with the captain to talk about Chapel Grove concerns. He gave us increased visibility. Terry said it is important the association know who to contact on the county level and that's why she's trying to get entrenched. Byron suggested adding county contact information to the website.
8. In a related matter, Nancy reported she and Kerrie met with a BGE representative for information on increasing lights in the community. Kerrie said the walking path was the focal point (the area behind the pool with the bridge) and reported the cost to bore would be \$500 and the rental fee would be \$19 per pole per month. The additional lighting expense would equate to approximately \$100 per month. Kerrie noted the association pays for town home lighting and the county pays for all other street lighting within the community. The radius of light will not affect individual homes.

As for the tot lot there is a concern that additional lighting may shine into town homes. Terry suggested adding a sensor that picks up human movement and to contact homes nearby to see if they would mind the lighting. Kerrie added a BGE representative will mark the proposed additional pole locations with spray paint.

9. Byron asked Nancy if there is anything else the committee should be focusing on. Nancy said some people who live on Winesap have reported there is a lot of speeding in that area and questioned whether stop signs could be installed. It was noted Winesap has not been turned over to the county yet. Byron said it would be an issue to address before the area is turned over to the county. Discussed various non-invasive ideas to slow down drivers. Terry said the traffic study is to collect data to determine what course of action will be best, i.e. signage, speed humps, etc. Byron asked again if there was anything else the committee needed to address. There were no additional items noted.

HOMEOWNER CONCERNS

Nancy opened the floor to homeowners and the following issue was raised:

- A homeowner stated there is a ground water issue in front of his town home on Artblack. There is always water runoff in the area even on the driest of days. In the winter the water turns to ice. Terry thinks the issue was addressed with Winchester during the final walkthrough. Doug said Winchester said the water is inconsequential and didn't need to be addressed. Kerrie said a drainage engineer can tell the association how to solve the problem. There was a mention of another area with drainage issues on Killarney. Josh and Doug volunteered to investigate ground water seepage.

DRAWING

- Scott Wallace won the donated gift certificate from Bloom's

ADJOURNMENT

Byron moved to adjourn the meeting at 8:10 p.m. Jim seconded the motion. There was no additional discussion and the motion was unanimously approved.

Approved by: _____
President

Date: _____

Submitted via e-mail to Kerrie Wilson at ProCom.

Gail Kramer
Recording Secretary
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