

CHAPEL GROVE HOMEOWNERS' ASSOCIATION

Minutes of the Board Meeting

January 23, 2008

The Board of Directors of Chapel Grove Homeowner's Association met at Waugh Chapel Elementary School on Wednesday, January 23, 2008. Present were:

Nancy Gossard – President
Luella Bressler – Vice President
Jim Frank - Treasurer
Byron Malogrides – Member-at-Large
Kerrie Wilson – ProCom
Gail Kramer – Recording Secretary
Mark Carpenter – 1713 Macoun Court
Rose Duray – 762 Seneca
Bruce Duray – 762 Seneca
Jason Gilman – 1712 Macoun Court
Tim Horstkamp – 1205 Stueben Court
Susan Lizzi – 1505 Criterion Drive
Marion Moore – 1526 Star Stella Drive
Jeff Niese – 697 Reliance Drive
Karen Randes – 1556 Star Stella Drive
Joann Simmons – 799 Seneca Drive
Anthony Sizemore – 1621 Winesapp Drive
Irene Sizemore – 1621 Winesapp Drive
Betty Slayton – 1556 Star Stella Drive
Betty Strater – 1548 Star Stella Drive
George Strater – 1548 Star Stella Drive
Owner – 804 Maracrest

Absent: Mike Miller – Secretary, Scott Wallace and Doug Zander – Members-at-Large

CALL TO ORDER

Nancy Gossard called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES

Byron Malogrides moved to approve the minutes from the November 28, 2007 Board meeting as written. Luella Bressler seconded the motion. There was no additional discussion and the motion was unanimously approved.

OFFICER'S REPORTS

PRESIDENT'S REPORT

Nancy provided the following report:

1. The Board switched auditing firms from Goldklang, Cavanaugh & Associates to Strauss & Associates and signed that firm's representation letter. Jim Frank moved to approve the draft 2006 audit prepared by Strauss & Associates. Byron seconded the motion. There was no additional discussion and the motion was unanimously approved.

2. The Board has received a proposal from Knab Tree Service to remove some dead trees on Killarney. Jim moved to approve the proposal. Byron seconded the motion. There was no additional discussion and the motion was unanimously approved. Byron reported Joe Taylor e-mailed him about another dead tree on Killarney that has fallen over the fence into the storm water management pond. Kerrie will seek bids to have the tree removed.
3. According to Kim Wilson of Winchester Homes they have one spec house to sell, have nine released and five unreleased lots including the parking lot and where the trailers are. All the other spec homes have been sold. There are 23 settlements scheduled in the coming months.
4. The Board has reviewed the first draft of the covenants rewrite as conducted by the covenants committee. Once the review is completed the draft will go to the attorney for review. Once the attorney approves the changes, the documents must be sent to homeowners. Kerrie said the attorney will have to advise the Board on which sections have to be approved by the community. Architectural guidelines are typically approved by the Board not the community.
5. Homestead Gardens will be starting the beautification project on Seneca in March and will then proceed to the other targeted areas in the spring.
6. Bartlett Trees will soon begin the second half of the tree work the Board previously approved.

TREASURER'S REPORT

Jim provided the following treasurer's report for the year ending December 2007:

Cash on hand in checking:	\$100,136.00
The investment at Smith Barney:	\$352,602.00
a. Reserves Operating/Rainy Day =	\$181,628.00
b. Reserves Repair/Replacement =	\$170,974.00
Total income for the year:	\$320,451.00
Total expenses for the year:	\$306,589.00
Net income for the year:	\$ 13,862.00

Byron noted the county sent assessment notices to homeowners recently and he advised everyone to fill out the Homestead paperwork that was included in the notice and return it to the county. Otherwise the county will assume homeowners are in agreement with the assessment amount. Marian Moore said homeowners can also fill out the form online. Discussion ensued.

Nancy reported Winchester Homes is now offering different, smaller models at a lower price to try to bring in more buyers.

PROCOM REPORT

Kerrie provided the following management report:

1. Transfers of Ownership
 - a. 1512 Criterion, Eric & Megan Becker - \$630,000
 - b. 1412 Macfree Court, Chad & Christie Cradock - \$641,273

- c. 1418 Macfree Court, Robert & Beth Stewart - \$612,015
- d. 1712 Macoun Court, Jason & Christine Gilman - \$789,152
- e. 1718 Macoun Court, Marjorie & Earl Cole - \$686,238
- f. 1304 Rome Court, Michael & Ann White - \$720,000
- g. 1557 Star Stella, Michael & Theresa Vojtesak - \$692,000
- h. 1559 Star Stella, Scott & Michele Hershowitz - \$684,500
- i. 1564 Star Stella, Candace Walter - \$708,000
- j. 1203 Steuben Court, Jerome & Sonia Davis - \$644,405

2. Projects Completed/Underway

- a. Bids for tree removal on Killarney from Knab's and Davey

3. General Matters

- a. Newsletter from Seasonal Changes
- b. American Pool termination letter
- c. Anne Arundel County permit and update regarding school use
- d. Income tax law – fyi
- e. Goldklang – final letter
- f. Strauss & Associates – representation/engagement letter and draft audit report. The Board needs to submit questions or changes in writing to CPA for final audit.

COMMITTEE REPORTS

POOL COMMITTEE – Nancy reported the new pool management company, Anchor Aquatics will be present at the February 27, 2008 meeting.

SAFETY COMMITTEE – Byron reported Corporal Henry is continuing to monitor traffic and continues to ticket repeat offenders. Homeowners were advised they will be pulled over if they are exceeding 30 mph.

Byron also reported the Board will work to identify homes in the community that are vacant due to foreclosure, seizure, etc. and reported one of the homes the DEA seized had a pipe burst and flooded because no one was taking care of the home. The Board has identified the issue as a problem and will work on it in the coming months. Kerrie said Chapel Grove hasn't foreclosed on any homeowners. Delinquent accounts are turned over to the attorney and he conducts a title search. Homeowners were encouraged to contact Kerrie and let her know about vacant homes. Byron also told homeowners about Mike Miller's mold issue. Discussion ensued.

Jim provided the history of the parking committee's decision to stripe parking lots and curbs, label visitor spots, etc. in the town home areas. The Board plans to readdress the parking situation because common sense has not prevailed in some areas. The Board may consider taking a couple of visitor spots away to help get some of the cars off the street.

HOMEOWNER CONCERNS

1. Jeff Niese of 697 Reliance asked Board members to introduce themselves. Introductions were made. Four Board members represent single family homes and three represent town homes.
2. Marian asked who is responsible for the large dead white pine trees around the storm water management pond behind her house at 1526 Star Stella. Kerrie will investigate who is responsible, Winchester Homes or the association and if it is the association she will have them removed. Marian advised the Board not to plant white pine trees in the community.
3. A homeowner said he is concerned Verizon will do a sloppy job installing fiber optic cable in the community. Kerrie said she has a damage control number for Verizon but noted it is a fight to get the sub-contractors to take responsibility for their work. Byron said there is a homeowner on Star Stella who works for Verizon that may have some pull. The Board noted the community didn't have a choice to have the work done. Marian said she would e-mail Kerrie the name of the project manager she spoke to last year. Kerrie will ask the website manager to include the information on the community's website. A gentleman suggested homeowners mark their irrigation systems and suggested the Board have the front entrance system marked as well. Byron said he would speak to Josh Mahoney about the issue.
4. A homeowner asked for a status report on the proposed pet stations that was discussed at a previous meeting. Nancy said the Board decided to table the issue and the next Board can decide whether or not to address the issue. She noted all of the Board members' terms expire at the end of the year. There was a brief discussion on the number of homeowners required to be present or represented via proxy at an annual meeting to constitute quorum. The association's attorney, Gregory Alexandrides is writing an opinion on the issue for the Board.
5. The owner of 804 Maracrest reported there is a black Honda, burgundy Yukon and green car in front of 800 Maracrest that have not moved since Thanksgiving, and meanwhile the visitor lot sits empty. Jim updated the homeowner on the discussion from earlier in the meeting concerning parking issues. The homeowner reported she called the police and one of the vehicles was ticketed. She called again and was told as long as the vehicle has valid license plates the owner can park the vehicle there for as long as he wants. Jim asked the homeowner to send the license plate numbers to Kerrie and then Corporal Henry will be asked to run the plates to determine who owns the vehicles. Once ownership has been determined the Board can authorize Kerrie to send the homeowners a letter asking them to move their vehicles.

ADJOURNMENT

Nancy moved to adjourn the meeting at 7:45 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
gailkramer@comcast.net