

# POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

**Board of Directors Meeting Minutes**  
**Monday, May 8, 2017**  
**Travilah Elementary School**  
**North Potomac, Maryland**

**Board Members Present:**

- Michael Foecking
- Bryan Greenwald
- Linda Mayo
- Rick Meyer
- Ligia Moss
- Uday Shankar

**Not Present:**

- Kathy Georgannas

**Representing Vanguard Management:**

- Kate Werrett

**Quorum and Call to Order**, at 7:09pm by Linda Mayo, President

**Minutes:**

There was no quorum at the March, 2017 meeting. There was only a quorum for hearing on April 10, 2017. (As such, February and April, 2017 meeting minutes are pending approval.)

**Fire Lane Order Update:**

Eight fire lane signs are up on Parsippany Terrace adjacent to town houses. Management is working with County to finalize approvals for remaining signs to be posted on Teaneck Terrace.

**Community Maintenance Inspections:**

Draft of notification letter dated as prepared by Management was reviewed and approved by voice acclamation with modifications and will be updated and distributed to all homeowners during May, 2017.

Potomac Crossing Homeowners Association  
c/o Vanguard Management Associates, Inc.  
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### **Certificates of Deposit (CD's) Renewal**

Motion by Michael Foecking was seconded by Rick Meyer to approve the upcoming "rollovers" for 6 months of CD's renewing May 2 and May 30, 2017, respectively. Board will evaluate CD's renewing in September and October at the September, 2017 meeting. Motion was approved unanimously.

### **Common Area Trees**

As result of discussion on proposals for removal of various dead trees, Management was requested to approach AW Landscapes to match offer presented by Musser Tree Services. Action was tabled for review further at June 12, 2017 meeting.

### **Hearing in the Matter of Unapproved Fence Modifications at 8 Saddle River Court**

Homeowner Terry Hahn appeared to discuss 2<sup>nd</sup> architectural application for fence modification for which approval was also previously denied by AECC in matter originally dating from February 9, 2016.

Linda Mayo explained that lattice was not part of original fence, and is not appropriate material to be tacked above existing fencing. As such, Mr. Kahn was reminded that the additional lattice is NOT approved, and that time extensions had previously been granted to delay hearings. Mr. Hahn agreed to speak with a fencing contractor to review possible options and was invited to return at the June 12, 2017 Board meeting.

Following completion of the hearing motion by Linda Mayo was seconded by Uday Shankar that Mr. Hahn be notified in writing that lattice MUST be removed by June 30, 2017. Motion approved unanimously.

**Next Meeting:** Will follow first attempt at Annual Meeting (if quorum of homeowners is present) as scheduled at Travilah Elementary for 7:00pm on Monday, June 12, 2017.

**Adjournment:** 8:31pm

Respectfully submitted,



W. E. "Rick" Meyer  
Secretary