

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

Board of Directors Meeting Minutes

Monday, November 10, 2014

Home of Linda Mayo

North Potomac, Maryland

Board Members Present:

- Karen Chandler
- Michael Foecking
- Linda Mayo
- Richard Meddings
- Rick Meyer
- Ligia Moss
- Uday Shankar

Representing Vanguard Management:

- Jeffrey D. Luther
- Kate Werrett

Call to order by Linda Mayo at 7:04 pm.

Venue:

Meeting was moved to Linda Mayo's home due to last minute reservation cancellation by Travilah Elementary as Library was being used for Teacher/Parent Conferences. Sign was posted on front door of school noting new location.

Minutes:

The October 9, 2014 meeting minutes as prepared by Uday Shankar were read and approved by unanimous acclamation with no modifications.

Approval of Final Budget for 2015

Motion made by Linda Mayo with second by Richard Meddings to accept and approve draft 2015 budget as dated September 5, 2015. Motion approved by unanimous consent.

Rollover of Certificates of Deposit

Upon motion made by Linda Mayo with second by Richard Meddings, two Certificates of Deposit (CDs) with expirations dates of 12/16 and 12/24 were approved by unanimous consent for roll-over term of 6 months, to be automatically extended in future for same period unless Board instructs otherwise.

Potomac Crossing Homeowners Association

c/o Vanguard Management Associates, Inc.

P.O. Box 39 \$ Germantown, Maryland 20875-0039

(301)540-8600 x3051

Street Leaf Removal

As approved at October 2014 meeting of the Board, leaf removal to be performed by AW Landscapes will be scheduled in December. Richard Meddings offered to handle signage to post around neighborhood.

Common Area Trees

After Board discussion of tree removal proposal from W. Musser Tree Service:

- Motion by Linda Mayo with second by Rick Meyer to approved removal of various trees as per proposal dated 10/23/2014 to be re-priced for **exclusion** of Silver Maple tree behind Great Notch Terrace.
- Silver Maple behind Great Notch Terrace townhouses - Motion made by Linda Mayo with second by Rick Meyer, that managing agent have specialized contractor examine drains between tree and townhouses for report at future meeting prior to any further determination regarding this large tree. It was noted that here appears to be no apparent drainage blockages or damage now. Motion was approved without objection.

Snow Removal Contract

After discussion, motion made by Mike Foecking with second by Rick Meyer that AW Landscapes price the 2015 snow removal contract for option of sand-salt mix to respond when snowfall exceeds three inches.

Towing

New County regulations require installation of much larger 24" x 30" signs. Motion made by Linda Mayo with second by Karen Chandler to **decline** the towing and signage proposal as offered by Henry Wrecker Service was approved unanimously.

Next Meeting: Scheduled for **7:00pm** Monday, January 12, 2015 at Travilah Elementary (The December 2014 meeting has been waived by unanimous consent.)

Meeting adjourned 8:16 pm.

Respectfully submitted,



W. E. "Rick" Meyer
Secretary