

# POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomacrossinghoa.org>

## **Board of Directors Meeting Minutes**

**Monday, April 8, 2013**

**Travilah Elementary School**

**North Potomac, Maryland**

### **Board Members Present:**

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

Call to order: 7:05 PM by Linda Mayo in Travilah Elementary Library.

### **Minutes:**

The March 8, 2013 meeting minutes were read and approved by unanimous vote. Editorial revisions are to be made by Linda Mayo, and sent to Ligia for posting on the PCHOA website – with a copy to Kate Werrett.

### **Neighborhood Spring Fling Party**

Final preparations are being made for this social event which will be held at the Westleigh Recreation Club for this to be held on Saturday, April 13, 2013 from 8:00 PM to 12:00 AM

### **AECC Report**

The AECC Committee met and submitted request for Board review of color paint chips submitted by homeowner for siding installation. Both the Board and AECC concurred that the paint chips as submitted were too dark to be in harmony with existing siding colors in the Potomac Crossing. AECC will request Homeowner to choose a lighter shade.

The AECC is looking for volunteers to serve on the committee and this will be mentioned in upcoming PCHOA newsletter.

### **Management Report**

Kate Werrett and Jeff Luther presented report for April (see attached) which they then reviewed with the Board.

**Potomac Crossing Homeowners Association**

c/o Vanguard Management Associates, Inc.

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## **Entrance Monuments**

The Board reviewed proposal for renovation and replanting of stone monuments at entrance of Saddle River at Dufief Mill.

Cost of these renovations and improvements may not be taken from Reserves, but must be covered by general fund of the Association.

After discussion, decision to table the matter for future meeting, pending Management contacting Alan Wolcuff at AW Landscaping to check on splitting the initial proposal into at least 3 pieces to allow PCHOA to properly budget for this expense.

## **Mulching**

Motion by Karen Chandler to approve proposal for tree pruning and mulching, with tree pruning to be done in phases over 3 year period -- beginning with Saddle River Drive was seconded by Linda Mayo. Approved by unanimous vote.

## **Window AC Units**

Board reaffirmed for Management that window air conditioning units create a "non-approved" exterior modification and that Homeowners need to be told to remove these units.

## **Recycle Bins**

Covenants prohibit trash and recycling receptacles from storage "in public view," but this may cause special challenges for townhome owners.

Karen and Rick volunteered to review acceptable options for proper storage of recycling bins and definition of "in public view."

Rick and Karen volunteered to draft a recycling resolution for presentation and consideration at next PCHOA Board meeting.

**Next Meeting:** Monday, May 13, 2013

Meeting adjourned 8:45 PM.

Respectfully submitted,



W. E. "Rick" Meyer  
Secretary