

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

Board of Directors Meeting Minutes

Monday, April 11, 2016

Travilah Elementary School

North Potomac, Maryland

Board Members Present:

- Karen Chandler
- Mike Foecking
- Kathy Georgannas
- Linda Mayo
- Rick Meyer
- Ligia Moss
- Uday Shankar

Representing Vanguard Management:

- Kate Werrett

AECC Member Present

- Bryan Greenwald

Homeowners Present

- Melody Manning
- Pam Grant
- Elise Ward

Quorum and Call to Order, at 7:10pm by Linda Mayo.

Minutes:

The March 14, 2016 meeting minutes were read and approved by unanimous acclamation with minor revisions.

Storm Water Retention Pond - Silt Removal

Motion presented by Linda Mayo to approve \$1,100 for cleaning and removal of silt build up in Great Notch Pond as per proposal from AW Landscapes, Inc. dated January 11, 2016. Motion was seconded by Ligia Moss and approved unanimously.

Potomac Crossing Homeowners Association

c/o Vanguard Management Associates, Inc.

P.O. Box 39 | Germantown, Maryland 20875-0039

(301)540-8600 x3051

Report of Tot Lot Equipment – Special Committee

Bryan Greenwald, Linda Mayo and Rick Meyer reported on receipt of revised proposals from Playground Specialists, Inc. (PSI) for reconfigurations of “Challenger” design to replace equipment at both the Great Notch and Teaneck Terrace Tot Lots. Cost per lot is \$23,134.69. Existing swing sets will be left in place, repainted and refitted. Trashcans will also be replaced. PSI will be moving forward on these revised configurations as per authorization approved at March 14, 2016 meeting.

Reserve Fund Adjustment Resolution

Management presented recommendation for balance sheet transfer of \$25,000 from prior year(s) net income to general reserve equity. These amounts will help to offset the cost of:

- Asphalt trail replacement in 2015
- Higher than reserved cost associated with tot lot equipment replacement
- Teaneck Storm Water Pond fence replacement
- Other anticipated 2016/2017 miscellaneous projects which will funded by replacement reserves.

Motion presented by Linda Mayo was seconded by Rick Meyer and approved unanimously.

Homeowner Open Forum

Concerns raised by those homeowners present on both the process and remedies available to the Board for enforcement of corrective action(s) for violations of maintenance and property appearance issues.

Commercial Vehicles

In response to email received in matter regarding townhome parking lots the Board declined to approve waiver or exception to prohibition of overnight parking of commercial vehicles within the community.

Mandatory Board Training

Management alerted Board to new requirements set by Montgomery County Commission on Common Ownership Communities which require completion of free online training course within 90 days of reelection of current members or election of new members.

Next Meeting: Scheduled for 7:00pm on Monday, May 9, 2016, at Travilah Elementary.

Adjournment: 8:57 pm.

Respectfully submitted,



W. E. "Rick" Meyer
Secretary