

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

**Board of Directors Meeting Minutes
Monday, June 13, 2016
Travilah Elementary School
North Potomac, Maryland**

Board Members Present:

- Karen Chandler
- Kathy Georgannas
- Rick Meyer
- Ligia Moss
- Uday Shankar

Board Members Not-Present:

- Michael Foecking
- Linda Mayo

Representing Vanguard Management:

- Jeff Luther
- Kate Werrett

AECC Member Present

- Bryan Greenwald

Homeowner Present:

- Elise Ward

Quorum and Call to Order, at 7:10pm by Ligia Moss as Vice President. (Following determination that number of Homeowners present and signed proxies were not sufficient for Quorum of Annual Meeting, which will now be automatically be rescheduled under Maryland State Law to Monday, July 11, 2016.)

Minutes:

The May 9, 2016 meeting minutes were read and approved by unanimous acclamation with minor revisions.

Social Media/"List Serv" Project

Jeff Luther presented briefing on his memorandum dated April 22, 2016 regarding considerations and possible options for the Association to develop a community wide electronic notification platform to communicate information to Homeowners.

Potomac Crossing Homeowners Association
c/o Vanguard Management Associates, Inc.
P.O. Box 39 | Germantown, Maryland 20875-0039
(301)540-8600 x3051

Maintenance Inspections

Kate Werrett reported that 284 inspections had been completed to date by Vanguard and 167 homeowners are being cited for maintenance issues. Each will receive letter in June requesting corrective action be completed by August 15, 2016..

Painting of Tot Lot Equipment

Motion presented by Ligia Moss to paint Tot Lot equipment as per proposal dated March 9, 2016 from T&C Painting was seconded by Kathy Georgannas and approved by unanimous consent.

Common Area Trees

Motion by Ligia Moss presented to approve removal by AW Landscapes of various dead ash trees, which were attacked by borer beetles as defined in proposal dated May 13:

- Beside 14033 Teaneck Terrace
- Adjacent to Teaneck Tot Lot
- By 24 Teaneck Court

Motion was seconded by Rick Meyer and approved by unanimous consent. Corrective action for additional trees outlined in the AW Landscape proposal will be reviewed at future meeting.

Presentation by Nadine Sanepour, Homeowner:

Ms. Sanepour had been invited to meet with Board in regards to prior maintenance inspection notices:

- She presented photos to demonstrate that construction debris and other articles improperly stowed on front porch of home had been removed
- Trash can and recycle bins would no longer be kept in driveway.
- Exterior of home was being power washed and wood trim surfaces were being sanded and painting in coming days.

Kate Werrett will be sending follow up letter to Ms. Sanepour confirming her presentation.

Next Meeting: Scheduled for 7:00pm on Monday, July 11, 2016, at Stone Mill Elementary.

Adjournment: 8:45 pm.

Respectfully submitted,



W. E. "Rick" Meyer
Secretary