

POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

Board of Directors Meeting Minutes
Monday, July 20, 2015
Lakewood Elementary School – Media Center
Rockville, Maryland

Board Members Present:

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

AECC Representative:

- Bryan Greenwald

Homeowners Present

- Alex Browne
- Susan Avijan

Representing Vanguard Management:

- Kate Werrett

Quorum and Call to Order, at 7:35pm by Linda Mayo, following adjournment of PCHOA 2015 Annual Meeting.

Minutes:

The June 8, 2015 meeting minutes were read and approved by unanimous acclamation, with minor revisions.

Presentation of Draft Budget

Management made brief presentation to a company first draft version of 2016 Draft Association budget followed by Board discussion.

- Miller Dodson Reserve Study recommends \$5,367 for 2015 annual contribution for general fund reserves. Current reserve fund balance (subject to cross check and verification) is \$9,222. Possible consideration for using the overage for general fund expenditures.

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

- Possibility of increasing social committee budget by \$500 in 2016 to add an additional event or change format of future social event.
- Expectation that insurance premiums may go up in 2016.

Timetable: Draft budget is scheduled to be reviewed at September, 2015 PCHOA meeting. Subject to preliminary approval, draft will then be mailed to homeowners allowing at least 30 days for review and comment. The Board is scheduled to formally approve the final 2016 budget no later than November, 2015.

Maintenance Re-inspections:

Motion by Linda Mayo with second by Mike Foecking authorizing Vanguard to perform re- inspections on residences with pending corrective action items was approved by unanimous acclamation.

Landscaping Proposals:

Updated and revised proposals are expected from both Brickman and AW for presentation at the September, 2015 meeting.

Recycle bins:

Montgomery County has agreed to put house numbers on each individual recycle bin which are to be distributed on trial basis to homeowners on Teaneck terrace.

Leaf removal communication strategy

Plans and timetable for Fall leaf removal program are to be discussed in September, 2015 meeting. Goal is to distribute details regarding this program to homeowners along with the draft budget document.

Next Meeting: Scheduled for **7:00pm** on Monday, September 14, 2015 at Travilah Elementary. (There will be no meeting in August, 2015.)

Adjournment: 8:35 PM

Respectfully submitted,



W. E. "Rick" Meyer
Secretary