

# POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

**Board of Directors Meeting Minutes**  
**Monday, November 9, 2015**  
**Travilah Elementary School**  
**North Potomac, Maryland**

**Board Members Present:**

- Karen Chandler
- Kathy Georgannas
- Ligia Moss
- Linda Mayo
- Rick Meyer

**Representing Vanguard Management:**

- Jeff Luther
- Kate Werrett

**AECC Present:**

- Bryan Greenwald

**Homeowners Present**

- Aaron Cameron
- Carolyn Cameron
- Joe Colletta
- Cam Bazoberry

**Quorum and Call to Order**, at 7:10pm by Ligia Moss, Vice President. (7:33pm Linda Mayo arrived and assumed chair of meeting.)

**Homeowner Open Forum:**

Introduction of new Potomac Crossing Homeowners, who just recently moved into neighborhood and were attending their first HOA meeting.

**Minutes:**

The October 12, 2015 meeting minutes were read and approved by unanimous acclamation.

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

## **2015-2017 Auditor Engagement**

Motion by Ligia Moss was seconded by Rick Meyer to accept proposal from Daly Hamad & Associates, PLLC, PCHOA's current auditor to continue for 3 year term for years ending 12/21/2015, 12/31/2016 and 12/31/2017. Annual cost will be \$1,850 per year. Motion approved unanimously. Linda Mayo will review and sign the acceptance letter as President.

## **2016 PCHOA Operating Budget**

Motion by Ligia Moss was seconded by Karen Chandler to approve the proposed 2016 Operating Budget as mailed to all PCHOA Homeowners on 10/9/2016 in accordance with Montgomery County Code Sec. 10B-18. (No comments from Homeowners were received.) Motion approved unanimously.

## **Snow Removal Services**

Motion by Ligia Moss was seconded by Rick Meyer to accept proposal as dated 10/13/2015 from AW Landscapes, Inc. for continuation of snow removal and sidewalk clearing services. Motion approved unanimously.

## **Replacement of Street Trees**

This was continuation of discussion as tabled from prior meeting. Management advised that Montgomery County does not recognize current Aristocrat Pears on their approved replacement inventory list. However, there was strong consensus of the Board to replace missing street trees with same species. Therefore, PCHOA must notify County of intent to purchase such trees at our expense.

Motion by Linda Mayo was seconded by Kathy Georgannas to approve purchase and planting of three 3.0" to 3.5" caliper Aristocrat Pears at cost of \$850 each at following locations:

- 14040 Saddle River Drive
- 11644 Parsippany Terrace
- 14054 Saddle River Drive

Funding will be covered from Tree Replacement budget. Motion approved unanimously, with Rick Meyer abstaining.

**Waiver of December 2015 Meeting:** Due to Holiday schedule conflicts there will be no business meeting of the Board in December.

**Next Meeting:** Scheduled for **7:00pm** on Monday, January 11, 2016, at Travilah Elementary.

**Adjournment:** 7:54 pm to convene in Executive Session.

Respectfully submitted,



W. E. "Rick" Meyer  
Secretary