

# POTOMAC CROSSING

HOMEOWNERS ASSOCIATION, INC.

<http://www.potomaccrossinghoa.org>

## **Board of Directors Meeting Minutes**

**Monday, September 8, 2014**

**Travilah Elementary School**

**North Potomac, Maryland**

### **Board Members Present:**

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

### **Representing Vanguard Management:**

- Jeffrey D. Luther
- Kate Werrett

Call to order by Linda Mayo at 7:08 pm.

### **Minutes:**

The July 14, 2014 meeting minutes were read and approved by acclamation with minor revisions. (Rick Meyer will complete final revisions and send to Ligia Moss for posting on the PCHOA website – with a copy to Kate Werrett.) There was no August, 2014 meeting of the Board of Directors.

### **Approval of Draft Budget for 2015**

After discussion and several revisions, motion by Linda Mayo with second by Karen Chandler to approve draft 2015 budget as prepared by Management. Motion approved by unanimous consent and budget will be distributed by mail to homeowners for review and comment.

### **Fall Community Event**

The Fall Community Event is scheduled for 1:00pm on Saturday, September 20, 2014. The event will follow the annual community Yard Sales and include a moon bounce, animal balloons, hot dogs and hamburgers. The Board again extends appreciation to the Social Committee and all our resident volunteers for helping on this event.

**Potomac Crossing Homeowners Association**

c/o Vanguard Management Associates, Inc.

P.O. Box 39 \$ Germantown, Maryland 20875-0039

(301)540-8600 x3051

## **Approval of Dead Tree Removal**

By unanimous consent, motion by Linda Mayo with second by Rick Meyer to approved removal of various dead trees as per proposal by AW Landscapes dated July 30 for total of \$1,415. Funds are to be covered by remaining 2014 tree replacement budget allocation.

## **Spring 2015 Landscaping Projects**

Board reviewed proposal and recommendations from AW Landscapes for further landscaping improvements to Common Areas. Discussion was tabled for further discussion at future meeting.

## **Insurance Renewal**

Management presented detailed proposals from Manougian Insurance for the renewal of various policies covering the Association. Proposals were accepted and approved without objection.

## **Possible Tree Root Damage to drain pipes near residences on Great Notch Terrace**

The Board received correspondence dated July 28, 2014 from George Mavrommatis regarding possible root damages from large common element tree(s) adjacent to his residence. Mr. Mavrommatis raised concerns that replacement of underground cables by Verizon in 2014 may have revealed problems regarding encroaching tree roots against the almost 30 year old underground drainage pipe system. (His letter included copy of engineering reports as prepared by Kidde Consultants, Inc. in March 1987 for The Ryland Group, Inc., the builder of Potomac Crossing. Ryland subsequently installed 4 inch subterranean underdrain around these townhome units.) The Board tabled action for further review and future reconsideration.

## **Executive Session**

The Board convened confidential executive session to review several outstanding homeowner fee assessments and possible future referral to attorney for collection.

**Next Meeting:** Scheduled for **7:00pm** Monday, October 13, 2014

Meeting adjourned 8:45pm.

Respectfully submitted,



W. E. "Rick" Meyer  
Secretary