



# ORCHARD KNOLLS HOMEOWNER'S ASSOCIATION, INC (HOA)

PO Box 4225, North Potomac Maryland

[www.OrchardKnolls.org](http://www.OrchardKnolls.org)

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## **BOARD OF DIRECTORS (BOD) - Volunteers**

President	Richard Schinner (RS)	301-977-5196	<a href="mailto:evantage@comcast.net">evantage@comcast.net</a>	2016
VP 1	David Haas (DH)			2018
VP 2	Lisa Goodman (LG)	301-963-3807	<a href="mailto:good4mom@gmail.com">good4mom@gmail.com</a>	2018
Treasurer	Mark Tabar (MT)	301-318-8446	<a href="mailto:homaitabar@yahoo.com">homaitabar@yahoo.com</a>	2016
Secretary	Michelle Katon (MK)		<a href="mailto:katon5@hotmail.com">katon5@hotmail.com</a>	2017

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## **ARCHITECTURAL REVIEW COMMITTEE (ARC) – Volunteers**

Members: Paul Hughes, George Puddington and Lisa Goodman

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## **MINUTES – OCTOBER 21, 2015**

### **AMINISTRATIVE MATTERS AND MINUTES**

Members in Attendance: Rick, Mark, Michelle and David

Members Absent: Lisa

Rick Schinner read the minutes from the prior board meeting and they were approved.

### **TREASURERS REPORT**

ABS advised that the HOA currently has \$9000 in the checking account with another \$7000 due in outstanding assessments. Rick advised that this was the first time in the history of the HOA that assessments due were this high or delinquent. In 2016, the Board will look at addressing ways to collect.

### **OLD BUSINESS**

- A. Paving: Rick discussed that major problem areas of the townhouse roads were patched & sealed. The cost of \$7200 came out of the townhouse reserve account. This was handled with no complaints.
- B. The large bridge work was completed by installing TREX material on the deck and railing. Rick inspected the work and says it looks great. This cost of \$5200 came out of the general reserve account.

- C. Rick again brought up the need for a reserve study/ needs assessment. Diane will try to locate a couple of companies to submit requests.
- D. Diane will draft a letter to the community about the need to raise the assessments for 2016. She will send it to Rick for fine-tuning and then mail out to the community along with a copy of the budget.
- E. Trash collection – Rick received a low bid from a company trying to solicit new business. The HOA has been with Titus Trash for 20 years. When the contract is up for renewal, Rick will discuss the competitive bid received and try to negotiate a better price.

## **NEW BUSINESS**

- A. Diane will send a letter to the homeowner at 157xx about the condition of the exterior of the home.
- B. There is a home on Blackberry Terrace that has a huge wasp nest in its corner tree. Diane will send them a letter requesting that they hire an exterminator to remove the nest.
- C. ABS proposed accepting credit card payments. However, if OK wants this to occur, the HOA would have to incur a \$75.00 monthly fee to have this available and the participating homeowner would be billed \$10 for each transaction. The Board voted not to approve this expense.
- D. Lawn Contract for 2016 – Rick presented information that Carlos would like to see an increase. The current lawn contract is \$33000 annually. Carlos has agreed to keep that price the same for 2016 but would like to see a 5% increase in 2017. The Board voted to approve this contract.
- E. There was an issue with some common land at the bottom of Blackberry Terrace. Rick was contacted by a homeowner and made arrangements for Carlos to clean this area up. Job completed.
- F. Neighbors were mailed a postcard from a company called [nextdoororchardknolls.com](http://nextdoororchardknolls.com). This is not a website/connection sanctioned by the board. In the mailing, Diane will include something about the Google list-serv for anyone that wants to connect and our [OrchardKnolls.org](http://OrchardKnolls.org) for community schedules.
- G. Rick received some registration information from the County Dept of Animal Control. Pet Owners can now register their dog or cat on line.

There was no further business or discussions.

Meeting Adjourned 8:25 p.m.

Diane Tillery