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## *MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION*

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*Approved January 27, 2014*

*Board Meeting of November 25, 2013*

The meeting was called to order at 7:03 pm by Leesa Willis. Present were board members Pam Sonneville, and Richard Reise. Kari Lantos arrived at 7:30 PM. Also present was Peggy Toland, Property Manager.

The meeting was held in the Media Center, Watkins Mill Elementary School, 19001 Watkins Mill Road, Montgomery Village, Maryland 20886.

### **Opening Remarks**

None.

### **Homeowner Open Forum**

None.

### **Minutes of October 28, 2013 Board Meeting**

Richard Reise moved to approve the October 28, 2013, meeting minutes; Pam Sonneville seconded; minutes were approved.

### **Treasurer's Report**

Pam Sonneville reported that as of October 31, 2013, there was \$55,139.30 total cash in the operating account and \$494,497.73 in total reserve assets.

Discussion ensued regarding the Capital One CD maturing on December 28, 2013. Richard Reise moved to approve the transfer of this CD into the Wells Fargo money market account; Pam Sonneville seconded; transfer was approved.

Peggy Toland and Pam Sonneville discussed invoices from Mead Trees for services rendered. Invoices were for work that had been approved by the Board of Directors and completed by Mead Trees.

### **Management Report**

With no comments or questions received regarding the 2014 proposed budget, Richard Reise moved to approve the 2014 Operating Budget; Pam Sonneville seconded; the 2014 Operating Budget was approved.

Items that still remain to be cleared from the concrete replacement and repair contract include the following:

- 1) Check on the resizing of the Windjammer Way parking space

- 2) Check on the curb repair on Carlsbad Drive
- 3) Refigure/assign the Reserve Fund contribution to the Flexi-pave installation.

### **Concurrence Items**

Leesa Willis reported the following concurrence items ... these are items the directors reviewed and either approved or concurred on during the month preceding this meeting:

1. On October 29, 2013, the Board of Directors approved a 10-tree replacement plan with Ron Gruenke at the cost of \$1,250. The trees to be planted include canopy trees.
2. Also on October 29, 2013, the Board of Directors approved the corrected minutes from the September 2013 board meeting.
3. On November 1, 2013, the Board of Directors approved a proposal from North Landscaping for stump grinding in the amount of \$200.
4. On November 11, 2013, the Board of Directors approved a proposal from Mainscapes to install Phase 2 of the Wildpark Plan in the amount of \$2,370.

### **Community Affairs Committee**

No report at this time.

### **Architectural Review Committee**

There was no ARC report.

### **Grounds Committee**

Pam Sonnevile reported and asked for reimbursement of Grounds Committee expenses in the amount of \$239.02. Richard Reise moved to approve reimbursement in the amount of \$239.02; Kari Lantos seconded; reimbursement was approved.

Committee member Adam Lotinsky reported to the Grounds chair on his clean-up efforts behind High Timber Court. Some naturally-felled branches, etc., have been left to decay on their own. He also noted what appears to be excessive leaf and debris dumping in the area.

Mainscapes and Marty Kelly plan to install on Tuesday, November 26, 2013.

Ron Gruenke plans to install the second week of December.

Discussion ensued regarding the problems encountered in efforts to stabilize the erosion on the pool hill. Shrubs planted in this area have been vandalized by children playing on the hill. A letter to all Windjammer residents explaining the efforts being made to improve the site will be drafted and forwarded. Specific language to be included was discussed. Additional plantings, designs and installations in the area were discussed. Any further work will be completed in 2014.

Kari Lantos moved to approve one day of pruning with Mead at \$2,500; Richard Reise seconded. The motion passed unanimously.

**Neighborhood Watch Committee**

No report at this time

**Communications Committee**

Leesa Willis reported that the Fall 2013 newsletter was completed and delivered to all residents and absentee homeowners at the same time as the 2014 proposed budget letter.

Also mailed with the newsletter was the Fall Gutter Cleanup and Snow Shoveling flyer.

These items were also distributed via the listserv. The gutter cleanup reminder sign was posted at the top of the hill.

Leesa Willis submitted a receipt in the amount of \$153.07 for publishing the newsletter. Richard Reise moved to reimburse Communications Committee expenses in the amount of \$153.07 ; Pam Sonnevill seconded; reimbursement was approved.

**Pool**

No report at this time.

**New Business**

Leesa Willis signed the management renewal agreement with Community Associations, which was approved in October 2013.

Richard Reise moved to adjourn at about 7:50 pm and the meeting ended.

**Next Meeting and Adjournment**

There will be no December 2013 meeting. The next meeting will be held on January 27, 2014, at 7:00 pm at Watkins Mill Elementary School in the Media Center.

Respectfully submitted January 10, 2014  
by Leesa Willis, President