
BOARD MEETING MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

Approved _____, 2017

Board Meeting of June 26, 2017

The Board Meeting for Woodland Hills Home Owners Association meeting was called to order at 7:04 pm by Zeno Lantos (WW927). Present were board members Pam Sonnevile (WC314), David Slattery (CD322), Garfield Blake and Kate Courville (TH1530). Also present was Josie Wells; Property Manager.

Homeowners present were Leesa Willis (TH1507), Kevin Eters (CD1315) and Fay Johnson (CD1315)

The meeting was held at Watkins Mill Elementary School, 19001 Watkins Mill Road, Montgomery Village, Maryland 20886.

Annual Meeting

Dave Slattery opened the Annual meeting by thanking the Directors for volunteering to serve on the Board and he also thanked all the other members of the community who volunteer their time.

As there was not a quorum present, Dave made a motion to reconstitute the meeting for July 24, 2017. Zeno Lantos seconded. The motion carried unanimously.

Leesa Willis thanked the Board for serving; and Josie for all the work she does as our property manager and guiding the board in their work.

Regular meeting called at 7:17 pm

Homeowner Open Forum

1315 Carlsbad – request to repair a cracked driveway, front walk and stoop with flagstone. The request has been sent to the Architectural Review Committee and is under consideration. Discussion ensued.

May Minutes

Dave moves to approve the May minutes, Zeno seconds. The motion carried unanimously.

Treasurer's Report

Cash \$106,406.86
Reserves \$520,130.37

Management Report

1. The newsletter schedule for Fall 2017/Spring 2018 is October and April
2. 2 letters that have not approved complete approval from the Board. Josie went over the “Sunshine Law” with the Board regarding unanimous consent. Everyone must respond and must respond in the affirmative for it to pass. This only applies to online.2017 Personal Property taxes have been completed and signed by Zeno.

Community Affairs Committee

Leesa Willis reported as follows:

1. New neighbor pamphlets have been given to Pam Sonnevile for distribution as needed
2. Pam is working on producing a new holiday trash pick up signs
3. Leesa will be producing the upcoming newsletters
4. New pool supplies were purchased. Receipts for a total of \$95.39 were submitted. Zeno moved to approve the reimbursement. Pam Sonnevile seconded. Motion carried unanimously.

Neighborhood Watch

N/A

Architectural Review Committee

1. Requests for re-inspections are coming in and inspections are taking place

Grounds Committee

Pam Sonnevile reported:

1. Looking at Sept. 9/10 for the National Wildlife Federation celebratory. Waiting to hear back from NWF to see what date they can make it.
2. **Need approval for Mead for two days of pruning (\$4,480)--\$2,240 per day.**
3. **Stadler finalized their proposal at an amount of \$8,203.53. A 1/3 deposit is needed in August totaling \$2,735.** We’ll be installing about 17 trees, 19 shrubs and 450 perennials. The plantings would be beside 1715 Logmill, behind 1526 to 1536 Tanyard Hill Road, between 1335 and 1339 Carlsbad Drive, 1820 Windjammer Way and behind the pool retainer wall. The areas behind Tanyard Hill Road and behind the pool retainer wall run down to a stormwater pond. All these plantings will help to minimize the erosion during events of heavy rain. Both the areas behind Tanyard Hill Road (1526 through 1536) and behind the pool retainer wall near 1820 Windjammer Way run down to dry ponds (Hyde Park and

Woodland Hills Travis). Both these pond areas are high priority for the city as stated in the Middle Great Seneca Creek Watershed Study dated June 28, 2013.

The proposal amount also includes a pallet of rocks which will probably be put over near the 1535 gardens. There's cutting through, and the shrubs are getting broken. We put in for a matching grant from the City but will not hear back about funding until the end of August. If we don't get any money this year, we'll have to cut some things from the proposal.

We're continuing to remove invasives. So far this year about 30 hrs. of time has been spent on removal.

4. Receipts totaling \$129.43:

- Gaithersburg Glass Company, 5/5/17, \$80 (plexiglass replacement for the pool bulletin board)**
- The Home Depot, \$26.80, 6/8/17 (plants, topsoil, bug spray)**
- The Home Depot, \$20.55, 6/15/17 (plants, mulch)**
- The Home Depot, \$2.08, 6/21/17 (keys for pool office door)**

TOTAL REQUESTED FOR APPROVAL IS \$7,344.43.

Dave moves to approve all Grounds receipts; Garfield seconds and the motion is carried unanimously.

Communications Committee

N/A

Zeno moved to approve all of the committee reports; Dave seconded; and the motion carried unanimously.

Old Business

No issues brought up for discussion.

New Business

No issues brought up for discussion.

Next Meeting and Adjournment

The next board meeting will be held on Monday, July 24, 2017, at 7:00 pm at Watkins Mill Elementary School.

Zeno asked the board if we could move to adjourn to Executive Meeting and the board members agreed. Executive session opened at 8:23 pm.

Respectfully submitted July 22, 2017
by Kate Courville, Secretary & ARC Chair