
BOARD MEETING MINUTES OF WOODLAND HILLS HOMEOWNERS' ASSOCIATION

Approved _____, 2017

Board Meeting of March 27, 2017

The Board Meeting for Woodland Hills Home Owners Association meeting was called to order at 7:07 pm by Zeno Lantos (WW927). Present were board members Pam Sonneville (WC314), and Dave Slattery (CD322). Also present were Josie, Property Manager.

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

Minutes of January 30, 2017 Meeting

January 30, 2017 minutes were approved with changes.

Dave Slattery moved to approve. Pam Sonneville seconded. The motion was passed unanimously.

Treasurer's Report

Pam Sonneville reported that as of February 28, 2017, there was \$107,046.15 in the operating/checking account and \$513,524.19 in reserves.

The Alliance Reserve Savings (\$346,380.61) will be moved into CDARS with \$100K distributed into 3-, 6- and 9-month CDARS. The remaining \$46,380.61 will be left in the Alliance Reserve Savings. The United CD which matures March 29, 2017 (\$113,114.69) will be moved into CDARS with \$25K each in 3-and 6-month CDARS and \$50K in a 9-month CDAR. The remaining \$13,114.69 balance will be moved into the Alliance Reserve savings.

Dave Slattery moved to approve, Zeno Lantos seconded. The motion was passed unanimously.

Management Report

1. Moving from the current auditors of UHY to Goldklang. Engagement letter signed.

Dave Slattery moved to approve. Pam Sonneville seconded. The motion was passed unanimously.

2. Red Ninja motorcycle will be turned over to abandoned vehicles if not moved by Monday, April 3, 2017.

Pam Sonneville moved to approve. Dave Slattery seconded. The motion was passed unanimously.

3. B&B contract signed for service through December 2018. Current contract expires the end of June 2017. Signed contract will take this service through December 2018 which will be on a calendar year basis.

Dave Slattery moved to approve. Pam Sonnevile seconded. The motion was passed unanimously.

4. Outstanding Finley work will be done on 4/4 weather permitting. Finley came out again to clean up the remaining asphalt. Finley will be paid \$5K based on terms agreed to at the February meeting.

Community Affairs Committee

1. All publications for the 2017 season are updated and the committee proposes the following schedule which is the same as previous years:
 - a. Open for the season on May 27
 - b. Open MCPS school days 4-8 PM
 - c. Close at 6 PM on July 4 and Labor Day
 - d. Close for the season on Labor Day
2. Committee recommends that the guards not ask for passes until June 3. This gives everyone in both communities a week to enjoy the pool without recourse. Plus, it allows the guards to get settled into their routines, as well. This has been a successful approach in the past.
3. Committee has recommended a change in the pool pass process Applications received by 3 PM on Thursdays will be processed and mailed by the following Tuesday. The pool committee found that the previous deadline set-up allowed too little time to get the work done. It will be helpful to have the weekend to complete the passes.
4. The committee will straighten the pool office, work with Jeff/Georgetown Pools to identify any outside items that are needed and secure them, update/refresh toys, etc.
5. There is card stock and ink, envelopes and stamps adequate for the committee to begin processing pool membership cards once approved applications begin to arrive.
6. Committee has suggested June 3 for the Annual Yard Sale event.

Neighborhood Watch

Discussion ensued about recent car breakins. Looking into the possibility of having Officer Lane come to the Annual meeting.

Architectural Review Committee

Home inspections have been completed and the notices were mailed out.

Grounds Committee

Pam Sonnevile reported:

1. Woodland Hills has been certified by the National Wildlife Federation as the 99th community nationwide. The NWF wants Woodland Hills to start thinking of a celebratory event. Still need to put up the NWF signage in several garden areas as well as put in a few puddling features.
2. Woodland Hills received an environmental award from the City of Gaithersburg. Presentation of the awards will be held on Monday, April 3, 2017, at City Hall.
3. Earth Day is April 22 so considering having another community cleanup/invasive weed pull—Saturday and Sunday from 1:30 to 3:30 pm. Also, talked to Pastor Ben and asked him if a few of the teenagers would be interested in helping with pulling garlic mustard.
4. Need to request Nathan to put cages around a few of the plantings. Not sure of the cost; however, Stadler charged about \$20 per plant. There probably are about 6 plants.
5. Met with Ted on Friday regarding the pulling of invasives. If the weather is okay we'll start this Friday.
6. **Need approval for Mead for a day of pruning (\$2,240).**
7. Since the pine has been removed from beside 1715, suggested plantings would include 3 Satyr Hill hollies and several bottlebrush buckeyes. Stadler doesn't sell the Satyr Hill hollies; however, Marty Kelly Landscaping does at a price of \$295. An additional three Satyr Hill hollies would go behind 1526 to 1534 Tanyard Hill Road. **Need approval for the purchase of 6 Satyr Hill hollies at a total of \$1,770.**
8. **Receipts totaling \$229.24:**
 - Dollar Tree Stores, 12/20/16, \$1.79 (reflective tape and posterboard)
 - The Home Depot, 1/19/17, \$4.16 (key master padlock)
 - Dollar Tree Stores, 3/22/17, \$3.18 (duct tape and twine)
 - Minuteman Press, 3/10/17, \$114.61 (copying related to inspection forms)
 - City of Gaithersburg, 3/17/17, 16.50 (tree removal permit for three white pines)—
beside of 1902 Windjammer, beside 1715 Logmill and top of Travis
 - Go Native Tree Farm, 3/25/17, \$35 (1 bottlebrush buckeye)
 - Natural Landscapes Nursery, 3/25/17, \$54 (3 bottlebrush buckeyes)

Pam Sonnevile requested an overall total disbursement of \$4,239.34.

Dave Slattery moved to approve. Zeno Lantos seconded. The motion was passed unanimously.

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

Old Business

Nothing to report.

New Business

Nothing to report.

Next Meeting and Adjournment

The next board meeting will be held on Monday, April 24, 2017, at 7:00 pm in the Media Center at Watkins Mill Elementary School, 19001 Watkins Mill Road, Montgomery Village, MD 20886.

Zeno asked the board if we could move to adjourn to Executive Meeting and the board members agreed. Executive session opened at 8:31 pm.

Respectfully submitted March 28, 2017
by Pam Sonnevile, Treasurer and Grounds Chair