

Approved on February 13, 2019

Churchill Village South Homeowners Association
Board of Directors Meeting
January 9, 2019

The Board of Directors of Churchill Village Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, January 9, 2019 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Steve Buc, Vice President
Aaron Skolnik, Treasurer
Kathie Matthews, Secretary
Patricia Jones-Butler, Director
Tim Short, Director

Also Present:

Randy McClement, Community Manager
Ruth Ann Allen, Recording Secretary

Homeowners Present:

Marshall Hutton, 20038 Lake Park Drive

A. 2018 ANNUAL MEETING (2nd Attempt)

The Churchill Village South Homeowners Association held the second attempt of the 2018 Annual Meeting. The following members were elected to the Board of Directors: Steve Buc, Jim Ganz, Patricia Jones-Butler, Kathie Matthews, Tim Short, and Aaron Skolnik.

An Organizational Meeting was held to nominate Board members to officer positions:

Jim Ganz, President
Steve Buc, Vice President
Aaron Skolnik, Treasurer
Kathie Matthews, Secretary
Patricia Jones-Butler and Tim Short hold Director positions.

B. CALL TO ORDER

The CVS January Board of Directors Meeting was called to order by Jim Ganz at 8:00 p.m.

C. HOMEOWNER FORUM

1. Marshal Hutton, 20038 Lake Park Drive, reported that the parking on the Laurel Hill Way Circle has improved, but nothing is perfect. Residents and visitors are respecting the reserved spaces, but sometimes extra vehicles make parking difficult in this area. It was noted that there is no enforcement of towing in this area as the proper signage is not installed.

Patricia Jones-Butler inquired why the Board has not been open to signage to enable towing? Jim Ganz noted that the Board is open to the installation of towing signs, noting that the towing signs are large and many signs would need to be installed. The Board made the assumption that people didn't want to have towing signs.

Ms. Jones-Butler requested that the Board consider assigning one parking spot for residents on Larkspur Court in addition to the covered space.

Mr. Marshall inquired whether the sub-associations could become fee simple properties. Mr. Ganz noted that, according to Vanguard Management, it is a long and expensive process. The Park and Planning Commission would also have to rezone the lots and eighty percent (80%) of homeowners would need to abandon the Association. Mr. Ganz noted that this matter that should be discussed at the Willow Cove Manor Condominium Board Meeting.

Mr. Hutton inquired if gas appliances can be installed in CVS. It was noted that one of the limitations in installing gas appliances is the proper ventilation required for the townhome condominiums. The Board suggested that Mr. Hutton bring this matter up a WCTC Board Meeting.

Mr. Hutton inquired if the vending machines had been removed at the pools and if so, if the Board had considered installing other vending machines. Mr. Hutton noted that a vending machine can be purchased with the Association buying the contents with any profits used for the swim team. Mr. Hutton noted that the works for a canteen vending service that could provide vending machines with hot and cold options. The Board requested that Mr. Hutton provide a proposal for this option.

2. Tim Short, Board Member, noted that the common area grass is progressively deteriorating, and asked that the landscape contractor reseed these areas. It was noted that reseeding is not part of the regular grounds maintenance contract. However, the excessive rain in 2018 severely damaged the turf, and the Board can explore reseeding with the landscaper.

Mr. Short also noted that he received a ticket for parking in a fire lane on Wanegarden Drive. It was noted that Wanegarden Drive is a County Road and Board members did not believe there were fire lanes were marked along this street.

3. Aaron Skolnik, Board member, reported that a dog was attacked by another dog on Laurel Hill Way.

D. MINUTES

1. November 14, 2018 Board of Directors Meeting Minutes

MOTION: (Jim/Steve) Accept the November 13, 2018 Board of Directors Meeting Minutes as submitted.

Vote: Motion Passed – Unanimous

Steve Buc left at 8:39 p.m.

E. MANAGEMENT REPORT

1. Revised Low Drain Planting Proposal

Management provided the Board with a revised proposal from Ruppert Landscape for planting roses around the low runoff drain in the Villas on CVS common property. The original proposal was for three (3) plants, not the six (6) plants which the Board previously approved.

Management asked Ruppert their professional opinion on their opinion for the best option for this area. Ruppert thought that the stone fill would be more efficient and cost effective. The Board discussed this option and agreed to move forward with the planting of the roses.

MOTION: (Jim/Kathie) Amend the original contract approval from Ruppert Landscape to approve six (6) rose bushes around the drain by 13230 Meander Cove Drive, not to exceed \$776.00.

Vote: Motion Passed – Unanimous

2. Electronic Pool Pass System for CVS

Management provided the Board with a memo from Jeff Luther of Vanguard Management outlining the various considerations the Board should address before proceeding (cost, hardware and software needs, and pros and cons of the systems). The Board agreed to table implementation of the electronic pool pass system for 2019 and have Mr. Luther attend a future Board Meeting to talk about the electronic pool pass systems.

3. Contract Renewals

Management noted that the following contracts are up for renewal this year and they automatically renew unless the Board wishes to go out to bid or have the companies provide a renewal proposal.

a. *Ecology Services*

Ecology Services provides the trash removal for CVS. The Board agreed that the Ecology Services contract should renew each year as they are very happy with their service. Management will have Ecology Services fill out the new contract form for the renewal this year.

b. *Seaco Lawn Service*

Seaco Lawn Service (formerly Pet Butler of Maryland) empties and maintains the nine (9) pet waste stations in the community. The Board agreed to ask Seaco Lawn Service for a renewal contract.

4. 20008 Wanegarden Court

Management report that the Final Notice for an uncorrected architectural violation was sent to 20008 Wanegarden Court for gravel extension of driveway on left side of the house without approval, paver extension on right side of house without approval and installation of rock wall and lighting on common ground without approval. The homeowner sent correspondence requesting a Hearing before the Board.

MOTION: (Jim/Aaron) Invite the homeowner of 20008 Wanegarden Court to attend a Hearing as requested by the homeowner to be held before the February Board of Directors Meeting from 6:45 – 7:30 p.m.

Vote: Motion Passed – Unanimous

5. Trash on Laurel Hill Way

Management received correspondence from 20145 Laurel Hill Way noting residents have been leaving trash out in open trash cans or bags that are not secure, and that raccoons and other critters have been getting into the trash. Management noted that the Association rules state that trash must be placed in a closed container and this includes a sealed trash bag.

Management suggested that the Board draft an update on the trash containers to clarify and minimize confusion.

6. Architectural Rules and Regulations

Jim Ganz noted that he is working on suggested revisions for the Architectural Rules and Regulations.

F. NEW BUSINESS

1. Board Member Training

Management noted that the Montgomery County law requires mandatory training for all board members within 90 days of being elected. As all members of the Board were elected to the Board following the Annual Meeting, all Board members need to take the required Board Training.

G. ADJOURNMENT OF BOARD MEETING TO CLOSED MEETING

MOTION: (Jim/Patricia) Adjourn the Board of Directors Meeting into the Closed Meeting at 9:04 p.m.

Vote: Motion Passed – Unanimous

H. RESULTS OF THE CLOSED MEETING

The Board took action on writing off of bad debt and requests for waivers of returned check fees.

I. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim/Aaron) Adjourn the Closed Meeting at 9:11 p.m.

Vote: Motion Passed - Unanimous