

Approved on April 14, 2021

**Churchill Village South Homeowners Association**  
**Virtual Board of Directors Meeting**  
**March 10, 2021**

The Board of Directors of Churchill Village Homeowners Association held a virtual Board of Directors Meeting on Wednesday, March 10, 2021 at 7:00 p.m.

**Board Members Present:**

Jim Ganz, President  
Aaron Skolnik, Treasurer  
Patricia Jones-Butler, Director  
Kathie Matthews, Secretary

**Also Present:**

Alan Van Grack, Community Manager  
Ruth Ann Allen, Recording Secretary

**Board Member Absent:**

Michael Reed, Director

**A. CALL TO ORDER**

The Board of Directors Meeting was called to order by Jim Ganz at 7:13 p.m.

**B. MINUTES**

1. February 10, 2021 Board of Directors Meeting and Closed Meeting Minutes

**MOTION:** (Jim Ganz/Aaron Skolnik) Accept the Board of Directors Meeting Minutes and Closed Meeting Minutes of February 10, 2021.

**Vote:** Motion Passed – Unanimous

**C. HOMEOWNER OPEN FORUM**

There were no comments for the Homeowner Open Forum.

**D. BOARD ACTION ITEMS**

1. Cell Badge System Lease

Management provided the Board with the 2021 renewal lease for the Cell Badge System for mobile pool passes with Innovation Aquatic Solutions in the amount of \$2,000.00.

**MOTION:** (Aaron Skolnik/Kathie Matthews) Approve the lease of the Cell Badge System for 2021 not to exceed \$2,000.00.

**Vote:** Motion Passed – Unanimous

2. Parking/Towing

Management stated that the Board has two (2) options for towing along Lake Park Drive and Lake Park Court. The Board can consider installation of the required Montgomery County/Maryland towing signs or sit on the “30-day stationary” violation until Abandoned Vehicle Services (AVS) resumes normal operations.

The Board discussed the options for towing. It was noted that there are already too many signs up on Lake Park Drive and the problem is that residents have too many cars. However, Board members felt it was their responsibility to look into installing signage for towing as to how many signs and where they would be installed. Management will contact the County on the required signage and provide a report back to the Board.

3. Snow Removal Invoices

Management provided the Board with the invoices for snow removal for CVS which totaled \$114,232.00 for the beginning of 2021. The budgeted amount for snow removal is \$75,000.00.

The Board requested that Management contact D&A Dunlevy about being reasonable with snow clearing and the use of ice melt, sand, and salt.

Management will also have Dunlevy attend the September or October Board Meeting to discuss snow removal expectations by the Board before next winter.

4. Hand Railing Request

Management received a request from 20137 Laurel Hill Way for installation for hand railing for the front steps on the common area. Management noted that a railing is required if there are more than two (2) steps in a row. These steps do not fall within this criterion.

The Board requested that Management send a respectful letter to the homeowner with the requirements for installation of handrails from the County.

5. Chickens on Lot

Management reported that 13513 Teakwood Lane has installed a chicken coop with chickens in their backyard. A violation letter was sent from Management and the homeowner responded that chickens are not considered livestock and they are not being used for commercial purposes. Management will continue to look into this matter further especially in regard to living in an HOA.

The Board inquired if an Application for Architectural Change had been submitted for the chicken coop. Management replied that an application had not been received.

**E. OLD BUSINESS**

1. Website

Aaron Skolnik will be meeting with Manager Alan Van Grack and Jeff Luther, Vanguard Management, on Wednesday, March 17<sup>th</sup> to discuss website improvements.

**F. NEW BUSINESS**

1. Swim Team/Pool Opening

Aaron Skolnik reported that the Gaithersburg-Germantown Swim League (GGSL) met to discuss the upcoming swim meet season and are pushing to do something for swim meets that would not be held in the traditional way.

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The Board noted that they will consider opening the pools for 2021 in a way that is safe and follows State and County rules and regulations.

**G. ADJOURNMENT**

**MOTION:** (Jim Ganz/Aaron Skolnik) Adjourn the Board of Directors Meeting at 8:20 p.m.

**Vote:** Motion Passed - Unanimous