

Colonial Park Homeowners' Association, Inc.

Minutes – Community Board Meeting

November 16, 2016, 7:00pm

Elks Lodge of Glen Burnie (Quarterfield Road & Stevenson Road)

- I. Roll Call
 - a. Meeting began at 7:06pm.
 - b. 12 homeowners present.

- II. Proof of Notice of Meeting
 - a. Mailing to homeowners on November 3, 2016
 - b. Email sent on November 9, 2016
 - c. Email sent on November 15, 2016

- III. Officer Reports
 - a. President
 - i. Continued concerns about speeding vehicles in the community. Contacting Anne Arundel County Police Department to arrange for radar set up.
 - b. Vice President
 - c. Secretary/Treasurer
 - i. 2016 YTD Financial Report – A copy of the 2016 September year-to-date financial report was available to homeowners. A brief review was conducted.

 - ii. Delinquent Assessments Update – A summary of the Community's assessment delinquency was provided. Five homeowners were in arrears greater than 60 days as of 5/31/2016; four homeowners had become current by 10/31/2016. Active measures are being employed to collect on past-due accounts.

- IV. Action without Meeting
 - a. Collection authorization requirement for management company – requires the management company to obtain permission from the Board prior to sending an account to the collections attorney.

 - b. Payment of liability insurance invoice – authorized the management company to pay liability insurance policy in lump sum instead of monthly installments.

 - c. Common space tree liability – requested clarification of liability in the event a tree on HOA space were to fall on a homeowner's lot. If the tree was healthy (even if leaning toward homeowner property), damage to the homeowner's lot is the responsibility of the homeowner. If the tree was diseased/dead and the HOA knew or should have known of the condition of the tree, then damage to the homeowner's lot is the responsibility of the HOA.

- V. Committee Reports
 - a. Covenants Committee – no report
 - b. Landscaping Committee – no report
 - c. Open Space Committee – no report

d. Community Events Committee – Holiday gathering scheduled for December 3, 2016.

VI. Unfinished Business

a. Large / Open Space Planning – Reviewed plans drafted by a homeowner of what enhancements to the open spaces may look like. Reviewed survey results. Solicited feedback from homeowners who were present. Comments included: conducting another community survey; concern over landscaping costs with improvements; concern for insurance cost associated with a playground installation. Suggestion included developing guiding principles for plans. Discussion regarding how approval of plans should be obtained.

VII. New Business

- a. Solicitation in Colonial Park – Continued concern with solicitors visiting the community. Homeowners can call AAPD Western District and report solicitors. HOA could not pursue fining solicitors, as it would be costly. Discussion about adding signage or moving existing signage.
- b. Anne Arundel County Yard Waste Collection Bag Change – On January 1, 2017, AACo will begin prohibiting the use of plastic bags used for yard waste. Paper bags or reusable containers (with an “X” marked on them) remain the only options.
- c. Covenants Committee Chair – Cindy Baker has graciously volunteered to serve as chair.
- d. Community Events Committee Chair – Rosa Penafiel has graciously volunteered to serve as chair.
- e. 2017 Proposed Budget – The Board reviewed the proposed 2017 budget outlining anticipated revenue and expense. Community feedback was solicited. The budget was adopted with no changes.
- f. Annual Assessment – The Board voted to not increase the annual assessment (as is reflected in the 2017 budget). The Board has been able to avoid an increase for a number of years.
- g. Development of Heritage Community Church Woods – The Board will approach the church about its development of the wooded property.
- h. Barking Dogs – Concern expressed regarding a dog frequently left outside for extended periods of time while barking.

Meeting adjourned at 8:17pm.

Next Community Meeting will be announced at a later date.

Homeowners in Attendance:

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|---------|---------|---------|
| 1305 AC | 1237 CP | 8117 MA |
| 1307 AC | 1242 CP | 8119 MA |
| 1224 CP | 1270 CP | 8123 MA |
| 1228 CP | 8103 MA | 1306 TL |