

Colonial Park Homeowners' Association, Inc.

Community Meeting Minutes

June 25, 2018, 7:00pm

Heritage Community Church

- I. Roll Call / Certification of Proxies
 - a. Meeting began at 7:05pm.
 - b. Verified all homeowners present were accounted on the sign-in sheet.
 - c. Homeowners who submitted proxies but were present were returned their proxy.
 - d. 35 homeowners present in person or via proxy; 35 homeowners eligible to vote. Quorum (25%, or 25 eligible homeowners) achieved.
- II. Proof of Notice of Meeting
 - a. Mailing to homeowners on June 11, 2018
 - b. Spring/summer newsletter to homeowners on June 11, 2018
 - c. Email sent on June 19, 2018
 - d. Email sent on June 24, 2018
- III. Officer Reports
 - a. President
 - i. Anne Arundel County fire marshal has been posting no parking signs on streets less than 24' wide. This would apply to some of the Colonial Park streets, though no signs have been posted. Lynnette has approached the County Council and the County Executive.
 - b. Vice President
 - i. A number of deer have been spotted in the neighborhood; please be careful when driving.
 - ii. Sidewalk near a couple drains has been reported to the County for repair.
 - c. Secretary/Treasurer
 - i. A copy of the Community's 2017 December financial report was available to homeowners. A brief review and discussion occurred.
 - ii. HOA 2017 financial reports were audited and minor accounting changes were made; otherwise, no concerns were noted. The audit is available for review by any eligible member of the Association.
 - iii. A copy of the Community's 2018 May YTD financial report was available to homeowners. A brief review and discussion occurred.
 - iv. A summary of the Community's assessment delinquency was provided. As of May 31, 2018, seven homeowners were in arrears greater than 60 days, with the vast majority of the delinquent balance attributable to two homeowners. Discussion revolved around the actions (including, but not limited to, judgments, liens, and foreclosure) that are being employed to collect on past-due accounts. Four of the delinquent accounts are in the process of being paid.

- v. One homeowner filed for bankruptcy but failed to continue submitting quarterly assessment payments. Our collections attorney contested the legitimacy of the bankruptcy claim and the court dismissed the bankruptcy claim.
 - vi. In follow-up to the question posed during the November 2017 meeting, the Board can and has publicly posted homeowners in arrears. HOA documents do permit this practice.
- IV. Action without Meeting
 - a. Approved contract renewal for landscaping maintenance.
- V. Committee Reports
 - a. Architectural Control Committee
 - i. New committee chair named.
 - b. Landscaping Committee
 - i. No report
 - c. Community Events Committee
 - i. Ice Cream Social is being planned.
 - ii. Taste of Colonial Park pot luck is being planned.
 - iii. Created the closed “Colonial Park Social Group” on Facebook. Homeowners are encouraged to sign up.
 - iv. Looking for homeowners to participate on the committee.
 - d. Open Space Committee
 - i. No report
- VI. Election of Board of Directors
 - a. Solicitation of additional candidates – no new candidate self-identified.
 - b. Since only three candidates for three slots, no community address, inspectors of election and election of directors required.
 - c. Election of Directors – Matt Lautzenheiser, Lynnette Shutty and Rich Westover were elected to the Board.
- VII. Unfinished Business
 - a. Open space planning – Board continues to want to enhance our open spaces. No additional actions have yet occurred. Homeowners who are interested in helping this initiative are requested.
 - b. Dog excrement concerns – This continues to be a community-wide issue. Board will issue fines (\$25) to homeowners who do not clean up after their dog. Also concern that homeowners from Colonial Woods are using the Phase III common area and not picking up after their dogs.
 - c. Speeding / speed bump installation – Rick Savageau suggested the creation of a safety chair or committee.
 - d. Phase III “No Parking” signage – some homeowners have complained about street parking at the intersection of Governor Johnson and Garfield Avenue. Board is exploring the possibility of posting “no parking” signage at that intersection.

- e. Maglev – The developing plans for the maglev train do not affect Colonial Park. Plans have been limited to paths along the Baltimore-Washington Parkway.

VIII. New Business

- a. Community compliance walk-through will be conducted and homeowners notified of violations.
- b. Anne Arundel County Fire Marshal street parking – see “President’s Report” above.
- c. Multiple family occupancy – discussion occurred regarding concerns that a couple homes are housing more than one family, in violation of HOA rules. Board has successfully resolved violations and will use our attorney as needed.

Meeting adjourned at approximately 8:07pm.

Next Community Meeting will be announced at a later date.

Homeowners in attendance

1302 AC*	1239 CP*	8101 MA*	8121 MA*
1303 AC*	1242 CP	8103 MA*	8123 MA
1304 AC*	1244 CP	8105 MA*	1306 TL*
1307 AC*	1246 CP	8107 MA	8202 WH*
1218 CP*	1254 CP	8111 MA*	8211 WH*
1220 CP	1256 CP*	8113 MA	8213 WH
1224 CP	1262 CP*	8115 MA*	
1225 CP*	1267 CP	8117 MA	
1228 CP	1268 CP*	8118 MA*	
1237 CP	1270 CP*	8119 MA*	

**denotes proxy submission*