

# **Colonial Park Homeowners' Association, Inc.**

## **Minutes**

**Annual Meeting – May 24, 2016, 7:00pm**

**Elks Lodge of Glen Burnie**

- I. Roll Call / Certification of Proxies
  - a. Meeting began at 7:03pm.
  - b. Verified all homeowners present were accounted on the sign-in sheet.
  - c. Homeowners who submitted proxies and were present were returned their proxy.
  - d. 9 homeowners present in person or via proxy; 9 eligible to vote. Quorum (25%, or 27 homeowners) not achieved.
- II. Proof of Notice of Meeting or Waiver of Notice
  - a. Homeowners received two mailings from Community Association Management notifying them of the annual HOA meeting. The first mailing, sent in March 2016, solicited homeowners who were interested in running for a Board position. The second mailing, send in early May 2016, included a proxy. Additionally, a newsletter was hand-distributed to each home.
- III. Officer Reports
  - a. A copy of the Community's 2016 financial report was available to homeowners. A brief discussion was conducted.
  - b. A summary of the Community's assessment delinquency was provided. As of 4/30/2016, three homeowners were in arrears greater than 60 days. As of 4/30/2016, three homeowners were in arrears greater than 60 days, with 85% of the delinquent balance attributable to only two homeowners. Discussion revolved around the actions (including, but not limited to, judgements, liens, and foreclosure) that are being employed to collect on past-due accounts.
- IV. Action without Meeting
  - a. Nanney Property located at 8130 Quarterfield Road
    - i. Briefly discussed the proposal of a 10 lot single family detached residential subdivision. Information was previously emailed to homeowners.
  - b. Heritage Community Church – notified of parcel submitted for subdivision of approximately 10 single-family homes. In addition, it was brought to attention by Matt Lautzenheiser of possible proposal of approximately 34 homes which may have Colonial Park Drive access.
- V. Committee Reports
  - a. Architectural Control Committee – The Board has been searching for a new ACC chairperson; a current member of the committee has shown interest .
  - b. Landscaping Committee – It was presented that the current Landscape contractor is moving out of the area. Investigating options to request proposals and estimates.
- VI. Election of Board of Directors
  - a. Appointment of Inspectors of Election – Unable as quorum was not reached. A follow-up meeting will be scheduled and notice to go out homeowners.

- VII. Unfinished Business
  - a. Green/ Open Space Planning
  
- VIII. New Business
  - a. Solicitation – other options?
  - b. Snow Removal Policy and Snow Removal
  - c. Website, Facebook, Next Door usage
  - d. Review of Rented Properties

Meeting adjourned at approximately 8:40pm.  
Next Community Meeting will be announced at a later date.

Homeowners in Attendance:

1254 CP  
8117 MA  
8119 MA - Proxy  
1306 TL  
1304 AC  
1242 CP  
1228 CP  
1248 CP – Proxy  
1270 CP – Proxy  
1402 GJ – Proxy  
8123 MA