

WELLINGTON TRACE HOMEOWNERS' ASSOCIATION ANNUAL MEETING MINUTES

Date of Meeting: Tuesday, May 19, 2015

Location/Time: Wellington Trace Clubhouse at 6:30 PM

- A. Call to Order – The meeting was called to order at approximately 6:36 pm.
- B. Election of Chairman of the Meeting – At the April 14, 2015 Board of Director Meeting, Doug Browning made the motion and all were in favor to appoint Cathy Price, Association Managing Agent as Chairman of this Meeting.
- C. Roll Call of Eligible Owners – Sign-in Sheet to Suffice - Establishment of Quorum – Due to Quorum not being established at the April 14, 2015 meeting, 5-206 of the Corporation and Association Article of the Annotated Code of Maryland was invoked. Therefore, those members present at this re-scheduled meeting constituted quorum and all business brought before the meeting was conducted.
- D. Proof of Notice of Meeting – Proof was established by those in attendance, and Cathy Price advised that a Notice was mailed to all owners on or about May 7, 2015, and it was also posted on the community announcement board on April 14, 2015.
- E. Reading or Waive the Reading of the Minutes from the last Annual Meeting, if available – Minutes from the previous annual meeting were not available.
- F. Financial/Management Report – Cathy Price provided the following information to all members in attendance:

Assessment Delinquency - \$46,577

OPERATIONAL –

A year in review of accomplishments July 2014 – May 2015:

- Pool Management Contract Negotiated
- Landscaping Contract Negotiated
- Snow Removal Contract Negotiated
- Storm Water Management Pond/Fence Repairs/Clean-up
- Concrete Trip Hazards Repaired Throughout Community
- Pet Waste Stations Installed
- Reduced Expense for Phone Service for Clubhouse/Pool by Switching Providers
- All Pool Repairs, as needed
- Power Washing of Entrance Signs
- Power Washing of Clubhouse Entrance

- Pool Parking Lot Re-Striped
- Miscellaneous Maintenance Throughout Community
- New Playmats Installed on Tot Lots
- New Treadmill Purchased
- New Signage – Towing, Tot Lot & No Soliciting (installed and to be installed) throughout
- Coordinated with Local Fire Department to bring Santa on the Fire Truck to the Community
- Entrance Signs Enhancement Proposal Approved
- Architectural Inspections to Resume in Spring – Cathy Price announced the following procedure set by the Board of Directors:
 - All units will be inspected to verify architectural compliance, repairs/maintenance needed, upkeep needed, lawn maintenance, etc.
 - All units cited for violation(s) will be given a written notice to bring the unit into compliance within sixty (60) days of notification.
 - All cited violations will be re-inspected after the initial sixty (60) days expires
 - Owners that remain in non-compliance will be given an additional ten (10) days to comply (Extensions may be considered for legitimate hardships).
 - Failure to comply subjects the owner to attend a hearing and charged sanction(s) for each day the violation continues.
- Community Clean-Up Committee Established
- Community Safety Day Established
- Reserved Parking for Townhouse Residents Implemented!!!
- Re-painted entire Clubhouse and Exercise Room
- Clubhouse Carpet/Upholstery and Tile were Cleaned
- Picnic tables and grills located adjacent to Croydon Terrace will be refurbished and moved to the pool area.

G. Election of five (5) Members to the Board of Directors – There were five (5) positions open and five (5) candidates on the ballot. Cathy Price made a call for nominations from the floor. There were no additional names added to the ballot. Peter Foiles made the Motion, Alejandro Flores seconded the Motion, and all were in favor with no objection to appoint Doug Browning, Steve Shugarts, Ronnie Ursin, Chris Watkins and Timothy Wong to serve as Board of Directors for 2015-2016 by affirmation.

- Immediately after the Meeting adjourned; the Board re-convened and appointed Officer Positions as follows:
 - Chris Watkins, President
 - Steve Shugarts, Vice President
 - Doug Browning, Treasurer
 - Ronnie Ursin, Secretary
 - Timothy Wong, Member at Large

H. Unfinished Business, if any

- Traffic Calming – The Board and Management will be working on this process during the winter of 2015.
- I. New Business, if any
 - Tree Evaluation – To be conducted within the next 30 days
 - Concrete Repairs Evaluation – To be conducted within the next 30 days and repairs completed by fall 2015
 - J. Homeowners Forum – Owners in attendance advised that all topics of concern they had were already addressed during the meeting; trees, concrete and traffic calming.
 - K. Adjournment – The meeting was adjourned at approximately 7:03 pm.

Respectfully submitted,
On behalf of the Wellington Trace Board of Directors
Cathy M. Price, Association Managing Agent
Approved May 24, 2016