

Wellington Trace Homeowner's Association Board of Director's Meeting

Minutes

September 12, 2017
6:30 pm

BOARD OF DIRECTORS		
NAME	POSITION	PRESENT
Christopher Watkins	President	Present
Steve Shugarts	Vice President	Regrets
Douglas Browning	Treasurer	Present
Jen Shell	Member at Large	Present
Heather Siefers	Secretary	Present
RESIDENTIAL REALTY GROUP, INC. (non-voting)		
Cathy Price	Association Managing Agent	Present

TOPIC	RESPONSIBLE	DISCUSSION	ACTION
Called to Order	C. Watkins		C. Watkins made the Motion and all were in favor to call the meeting to order at 6:32 PM.
Roll Call	C. Watkins		C. Watkins took roll call of the Board
NEW BUSINESS			
Financial Review	C. Watkins	C. Watkins reviewed the current financial statements.	
Minutes Review	C. Watkins	July 17, 2017 meeting minutes were reviewed by the board.	C. Watkins made the Motion to approve the June meeting minutes. H. Siefers seconded. A vote was held and the motion passed unanimously.
2016 Draft Audit/Tax Returns	C. Price	Approval was requested for the 2016 Audit to be completed by Strauss & Associates, P.A.	C. Watkins made the Motion to approve completing the 2016 Audit. H. Siefers seconded. A vote was held and the motion passed unanimously.
Pool Furniture/Bathroom	C. Price	The Management/Board will begin the process	<i>Action Item: Management to get a catalog for Board</i>

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Renovation		of obtaining bids for new pool furniture and bathroom renovations this fall and winter.	<i>to review options for furniture and umbrellas.</i>
Frederick County Department of Solid Waste Management	C. Price	The FCDSWM will be having a residential waste drop-off event on September 30, 2017. The management team provided a flyer that could be distributed to the community.	<i>Action Item: C. Watkins to post the flyer on the HOA Facebook Page.</i>
Fall Flowers Proposal	C. Price	Approval was requested for the fall flowers proposal presented at the meeting.	C. Watkins made the Motion to approve the fall flower planting proposal. H. Siefers seconded. A vote was held and the motion passed unanimously.
OLD BUSINESS			
Tennison Drive Lighting	C. Price	On August 31, 2017 Brian Dietrich reported that they needed the pipe stubbed up for each light. He would contact Mike Rodkey to advise. A request for an update has been sent by C. Price.	

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Architectural Inspections	C. Price	Second letters have been mailed to all single-family homes. As of this date, the re-inspection for the townhomes have not been completed.	
Grant Application/Sidewalk Ramp Improvements	C. Price	Management sent a letter in support of the Grant Application applied for by the County that included the impacted areas within Wellington Trace, if approved. Per the contact at the county, “We hear that the grant has been approved, but is not official yet. I think we will get it, but it will be a few more weeks before we can go public with the information.”	
HOMEOWNER’S FORUM			
N/A	N/A	There were no homeowner questions posed during the September meeting.	
Adjournment	C. Watkins		The meeting was adjourned at approximately 6.59 PM.
CLOSED SESSION			
Legal Matters	C. Price	Pending legal matters were discussed in a closed session with the Board.	

Respectfully Submitted,
Heather Siefers