

**New Mark Commons Homes Association Inc.
Board of Directors Organizational Meeting
March 16, 2017, 7:30 PM, NMC Clubhouse**

Attendance

Board members present: John Daroff, Alex Manolatos, David Schwartzman, Ellen Stein, Alex Belida, Kathleen Moran, Jim Denny (Administrator), Kirsten Hall (Assistant Administrator).

Absent: Magnus Turesson

Residents: Judy Rudolph, Pat Reber

Call to Order

Ellen Stein called the meeting to order at 7:31 PM

Community Forum

None

Nomination of Officers

Discussion about offices, committees, board liaisons, voting: John Daroff explained how committees have been formed and managed. Quorum and Maryland Open Meetings Act requirements revisited. Board members encouraged to complete Maryland OMA training if they haven't yet, to ensure that any Board discussions outside of meetings are handled properly.

Nomination for President

John Daroff nominated himself.

Discussion about tasks and goals facing incoming president: The Board discussed that the president will have possible goals of updating bylaws, producing budget and five-year plan, setting priorities for expenditures, how to pay SWM refund, understanding our accounting issues with budget planning and conforming to HOA and CCOC rules. Expressed need to work as a team with one another and demonstrate to the community that the Board is listening to input. Increased or improved communication with community will be key.

Nomination for Vice President

Magnus Turesson (via John Daroff) nominates himself.

Nomination for Secretary/Treasurer

Alex Belida nominated David Schwartzman.

Vote for 2017-2018 Officers

Voting was unanimous. 2017-2018 Officers are:

President: John Daroff

Vice President: Magnus Turesson

Secretary/Treasurer: David Schwartzman

John Daroff thanked Ellen Stein for her four years as Secretary/Treasurer. Remainder of meeting conducted by John Daroff.

Goals for New Board

Advance Planning for Board Meetings: John would like to create agendas in advance for next three meetings so community can see upcoming business.

Addressing Community Forum Issues in the Agenda: John feels that there's a problem with issues at the forum being bumped to "New Business" at the end of the meeting, disconnecting the discussion from the community member who initiates it. To better incorporate community input and demonstrate follow-up to forum issues, community members will be given opportunity to add items to the agenda in advance of the meeting (deadlines for adding to agenda will be set), or to make that request at the forum and to be addressed in a future meeting. When an individual's topic is to be discussed, the individual may be invited back to for input and inclusion in the discussion. Posting agendas several meetings into the future, with such topics on them, shows the Board's intent to discuss the issue and when a response from the Board can be expected.

Agenda Items and Meeting Documents Timing

Board members were asked to send agenda items to John to be collected and prioritized, possibly spread over the coming months' agendas, so Jim isn't getting input from seven different sources. A calendar of agenda items and cutoffs for getting items on agenda in timely manner also to be established. The Board needs to adhere to deadlines to avoid time pressure and members' failure to read materials before the meeting. This applies to community-suggested agenda items as well; it was suggested that a framework for the year could be established in advance for known cyclical projects.

Setting Priorities for Year

Operating and Reserve Budgets and Reserve Studies: John would like to focus on the Operating and Reserve Budgets now, and for next three years. He has a contact who can help project three years out and communicate goals to community. Input from the reserve studies will be used; the last bid is coming in April to Jim. Kathleen will assist with prioritizing from reserve study input. Kathleen asked about landscaping, common areas, and big picture planning for future common area issues, and Jim Denny agreed that the study needs to be more specific in identifying common areas for improvement and projecting forward. Alex Belida and Alex Manolatos discussed the need to communicate to the community an explanation of the difference between areas exclusive to townhomes and other common areas, how they are maintained, and what the costs are to all, for better understanding of how common area costs are spread among the community.

Governance and document updates: John would like to work on updates to update NMC bylaws, which are 50 years old, so they are more applicable to the current time and comply with current City, CCOC and HOA rules and laws.

Planning for facilities updates: Some facilities planning comes under reserve fund study, and some from other needed improvements. The 2017 proposed budget issue of borrowing against the reserve fund was cause for concern for Board members. Jim said the accountant says it is legal, and there was discussion about how much of the planned deficit is an accounting process and how much involves actual cash. More examination of the budget is needed. A vision for future revenue and recovery is needed. The board will review and discuss the budget at the April 6 meeting.

Board Committee Liaison and Chair Assignments

ACC: Alex Belida. John Hansman staying on as chair of ACC.

Communications: David Schwartzman. Replacing John Daroff as Liaison. Judy Rudolph continues as chair.

Community Enhancement: Magnus Turesson. Chairmanship is vacant.

Landscape: Ellen Stein continues as Liaison and chair.

Pool: Kathleen Moran, Liaison; Nancy Wood continues as chair.

Social Committee [in development]: Alex Manolatos, Liaison; chair TBD.

Board Liaisons and the Google Drive

John will revise email addresses for committees and the new Board. Folders for new members will be added to the Board Google drive. John is network admin and can assist. Also, Board is advised to use Jim's NMC email address only: nmcadministrator@newmarkcommons.net.

50th Anniversary Celebration

The new Social Committee will work with 50th Anniversary task force. Alex Manolatos said she is out of country April 1-18.

Adjournment

John: Call for motion to adjourn.

Moved: Alex Belida

Second: Kathleen Moran

Adjourned by unanimous vote 9:17 p.m.