



**NEW MARK COMMONS  
HOMES ASSOCIATION, INC.**  
c/o ABARIS REALTY INC  
7811 MONTROSE RD STE 110 POTOMAC MD 20854  
301-340-0288  
<http://www.newmarkcommons.net>

**BOARD MEETING AGENDA  
Thursday, February 1, 2024  
7:00 pm, Via - ZOOM**

1. Call to Order
2. Community Forum 1 – **30 Minutes Maximum**      **Priority will be given to potential Board applicants who have questions about serving on the Board of Directors. February 9 is the deadline for submitting applications to participate in March annual board elections.**

Each resident who wishes to speak will be given 3 minutes of uninterrupted time to voice ideas and concerns. Priority will be given to those residents who email [nmcadministrator@newmarkcommons.net](mailto:nmcadministrator@newmarkcommons.net) in advance that they wish to speak.

3. Board Response to Community Forum topics (optional)

**Business Portion**

No homeowner comments will be allowed during the business portion unless a Board/ACC appeal is being heard.

A 5-minute break may be called during the Business Portion of the meeting.

4. Minutes and Agenda
  - a. Approval of the February 1, 2024, Agenda
  - b. Review and approval of the January 4, 2024, Minutes

5. Committee Reports

**ACC**

- a. Discussion on subscribing to JotForm to use for all ACC applications/communications.

**Communications**

**Landscape**

- a. Discussion on proposal from S&P Tree Care for \$16,000 in tree work

**Pool/Clubhouse**

**Social/Welcome**

- a. Welcome Committee QR Code Fridge Magnet

**Security Task Force**

6. Financials

- a. Treasurer's report

7. Abaris Management Report

- a. Discussion and Formal Adoption of the Proposed Document & Records Retention Policy

8. Old and New Business

- a. Discussion regarding approval for official survey of the New Mark Commons Property Boundary Line at the Lake/Dam Spillway
- a. Discussion on direction for ACC Files Digitizing Project
- a. Discussion on Concept for a Guest Speaker, at the March 11, 2024, Annual Meeting

9. Community Forum 2 (only if time permits)

10. The next board meeting is scheduled for Thursday, March 7, 2024. It will be virtual.

The NMC Annual meeting will be held in person on Monday, March 11, 2024, at the Clubhouse

11. Executive Session to discuss status of LEB Collection Report on delinquent NMC Homeowners

12. Adjournment – **No later than 9:30 pm**

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