

NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS

Thursday, September 5, 2024

7:00 p.m.

Minutes Taken by Kaitlyn Ambush

Attendees

Board Members: Kathleen Moran, Joe Jordan, Samuel Scheib, Karin Boychyn, Amanda Mita (Joined the Meeting Late), and Emily Ecker

Abaris Community Management: Kaitlyn Ambush

Homeowners: Debbie Mesmer, Jennifer Jackson, Jim Denny, Rita Molyneaux, Ron Tipton, Saven Wilkins, Laurie Krug

Call to Order of the Board Meeting

Kathleen Moran called the Board Meeting to order at 7:01 pm.

1. Community Forum 1 and Board Response

Ron Tipton requested an update on the approval of the lake dredging.

Board Response

Kathleen confirmed that Bayland resubmitted the dredging plan to the State of Maryland for review and approval. We are currently waiting a response from the State of Maryland.

Agenda and Prior Meeting Minutes

Board Meeting Agenda 9-5-24: Kathleen noted that the budget discussion during the meeting would not be to approve and finalize the budget, but it would be to review the budget by the Board prior to issuing the budget to the community as proposed. The agenda was approved as distributed.

Board Meeting Minutes 8-1-24: Joe Jordan made a motion to approve the minutes from the August 1, 2024, meeting as distributed. The motion was seconded by Karin Boychyn and carried unanimously.

2. Committee Reports

Architectural Control Committee (ACC) –

Tim Petros was not present to provide the ACC Report. In his absence, Kathleen noted that the ACC has met, but no additional news to report.

Communications Committee –

Amanda Mita noted that the deadline for the next newsletter is September 15, 2024. Otherwise, there was no additional report from the Committee.

Landscape Committee –

Saven Wilkins discussed the request from the Landscape Committee, in regards to the AW Landscape Lake Hillside Design Plan, and the two options presented in the proposal, as well as the request to replace the 3 Oakley Follies for Winterberry Trees. Kathleen Moran briefly described the two options presented in the landscape plan provided by AW Landscape. Karin Boychyn inquired if the two options could be combined in order to reduce the overall price of the proposal, and utilize the best components within each option. Samuel Scheib suggested the planting of Japanese Maple Trees along the hillside since they are small in size. Kathleen Moran suggested that the Board and Landscape Committee meet with Alan Walcoff to discuss the combination of both options to implement in the landscape design plan. Karin Boychyn suggested authorizing the Landscape Committee and expenditure not to exceed X-dollar amount, with the intent to combine both options in the design plan. *Samuel Scheib made a motion to authorize the Landscape Committee the expenditure not to exceed \$20,000, with a combination of both options presented in the Landscape Lake Hillside design plan. The motion was seconded by Emily Ecker and carried unanimously.*

Saven Wilkins discussed the Tree of Heaven invasive plant species identified by Scientific Plant Service, which has been seen in the 100-block of New Mark Esplanade. Scientific Plant Service provided a proposal for \$650 to perform the treatment services, but Saven confirmed that the proposal did not include the large oak tree within the 10-block of New Mark Esplanade. The Landscape Committee requested the Board approve the expenditure not to exceed \$750, so that the large oak tree would be treated. Joe Jordan inquired if other areas in the community are at risk of contracting the invasive species. Saven confirmed that although the Tree of Heaven is invasive and fast-growing, but it has not yet reached other areas of the community. *Samuel Scheib made a motion to approve the \$750 expenditure for the Tree of Heaven treatment by Scientific Plant Service. The motion was seconded by Joe Jordan and carried unanimously.*

Pool Committee –

Samuel Scheib noted that the next meeting will be on September 30, 2024. No other items to report.

Welcome/Social Committee –

Karin Boychyn noted that the Committee is working towards the upcoming Yard Sale Event scheduled for September 23, 2024, and the Yard Sale will be held in the clubhouse and throughout the community. Maps will be provided the residents interested in the event. Karin inquired if the Board would be inclined to host another Board Social Event in the clubhouse The Welcome Committee is also welcoming new owners to the community.

3. Treasurer's Report

Karin Boychyn deferred the Treasurer's Report to the 2025 Budget Discussion.

2025 Budget Discussion

Kathleen Moran recapped the meeting with Abaris to go over the first draft of the 2025 budget for the Board's review, which does not include an increase in the HOA Assessment dues. Karin Boychyn reviewed

the line items the Board made changes to during the initial meeting with Abaris in order to balance the budget. In addition, the Board discussed the following:

- The Board discussed the Abaris Inspections at a cost of \$11500, and noted that the Board and ACC will work with Abaris to discuss a list of items to identify during the inspections, prior to agreeing to conduct the inspection in 2025.
- The Board discussed the fee to Abaris to assist the ACC, as that was in the 2024 budget as a “space saver” should the Board vote to request that service from Abaris- which the Board then did, but late in 2024. Joe Jordan stated his objection to Abaris administering the ACC applications and their doing another house inspection. Karin Boychyn inquired whether both the Abaris service for ACC administration AND the Abaris service for inspections was needed, at which time Kathleen Moran clarified that they were both justified on the basis that they respond to different needs.

Karin Boychyn made a motion to accept the draft 2025 budget as balanced by the Board for distribution to the community as proposed before its formal approval. The motion was seconded by Samuel Scheib and carried unanimously.

Management Report

No additional items to report.

4. Old/New Business

- a. The Board discussed obtaining a Zoom Account for New Mark Commons Committees and Board use. The Board agreed to have Abaris obtain pricing for the creation of a Zoom Account.
- b. The Board discussed the request received from Saven Wilkins to host his daughter’s Venture Scout Meetings, once a month, on Wednesdays, between 7:30-8:30 PM. *Joe Jordan made a motion to approve the request submitted by Saven Wilkins to use the clubhouse, once a month, to host his daughter’s venture scout meeting. The motion was seconded by Emily Ecker and carried unanimously.*
- c. Kathleen Moran confirmed if the Board would like to reschedule the October 3, 2024, Board meeting in light of the upcoming Jewish Holiday. With no objections heard, the Board agreed to hold the Board meeting on Thursday, October 3, 2024, as scheduled.

5. Community Forum 2

Rita Molyneaux reported that the ACC is working on applications submitted through the Abaris Vantaca Portal, and no issues to report as the system is working at this time. The ACC is also working towards updating the Architectural Guidelines to ease the access of information such as fence, gate, and shed guidelines. The Committee is also welcome to updating other areas of the guidelines if necessary.

Jennifer Jackson thanked Rita and the ACC for their work on the committee. Jennifer also commended the recent email blast issued with a link to the Architectural guidelines, and noted that the email blast was very resourceful.

Laurie Krug thanked the Board and Committees for their hard work. Laurie inquired about the Inspections Proposal from Abaris, and what the inspections process entails. Laurie also expressed her

support for screensharing during online meetings so that residents can also view documents the Board is discussing for better understanding.

6. Board Response to Community Forum 2

Kathleen Moran thanked the ACC Committee for their hard work. Kathleen also confirmed that the purpose of the Inspections proposal is to identify if homes within the community are in compliance with the architectural standards of the Association, as well as to document the overall condition of the home. The Board and ACC will work with Abaris to establish an inspections “punch-list” in an effort to reduce inconsistencies in reporting.

Karin Boychyn commented that the Inspections process is a snapshot of the home at the specific point in time, as well as to report the condition of the home in event of a sale taking place.

Adjournment

There being no further business, Joe Jordan moved to adjourn the regular meeting and go into Executive Session for the purpose of discussing individual owner accounts. The motion was seconded by Emily Ecker and carried unanimously. The meeting was adjourned at 7:56 p.m.