

NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS

Thursday, December 5, 2024

7:00 p.m.

Minutes Taken by Kaitlyn Ambush

Attendees

Board Members: Kathleen Moran, Joe Jordan, Samuel Scheib, Karin Boychyn, Amanda Mita, Tim Petros, and Emily Ecker

Abaris Community Management: Kaitlyn Ambush

Homeowners: Pat Reber, Saven Wilkins

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

No comments at this time.

Board Response

No response required at this time.

Agenda and Prior Meeting Minutes

Board Meeting Agenda 12-5-24: Kathleen Moran requested the addition of 2 items on the meeting agenda. Karin Boychyn made a motion to approve the agenda as amended. The motion was seconded by Amanda Mita and carried unanimously.

Board Meeting Minutes 11-7-24: Karin Boychyn made a motion to approve the minutes as amended. The motion was seconded by Emily Ecker and carried unanimously.

2. Committee Reports

Architectural Control Committee (ACC) –

Tim Petros noted that Rita Molyneaux will be resigning from the ACC as chair and member of the committee in January 2025. There were no other items to report at this time.

Communications Committee –

Amanda Mita reported that Pat Reber will step down as Committee Chair in March 2025, but will remain on the committee as an active member. Kirsten Halll will also be leaving in March 2025. These

announcements will be shared in the next issue of the newsletter, along with a survey to poll the structure of future newsletters. Pat Reber confirmed the next newsletter will be issued this month.

Landscape Committee –

Kathleen Moran acknowledged that the Landscape Committee Master Plan for the Lake Hillside has been implemented. Kathleen thanked the Landscape Committee and AW Landscapes for their efforts in successfully implementing the landscape design plan.

The Board discussed the proposal from S&P Tree Care to have deadwood removed from 5 trees in the 100-block of New Mark Esplanade for \$1,800. *Samuel Scheib made a motion to approve the proposal from S&P Tree Care. The motion was seconded by Karin Boychyn, and carried with all votes in favor, except 1 abstention from Joe Jordan.*

Amanda Mita thanked the Landscape Committee for the hillside work, as it looks great! Samuel Scheib echoed Amanda's comments, and remarked the stone and walls look great! Samuel also thanked Saven Wilkins and all Landscape Committee members!

Pool Committee –

No Report at this time.

Welcome/Social Committee –

Karin Boychyn reported that the holiday lights celebration will be held on December 15th. Come out and join with refreshments!

3. Treasurer's Report

Karin Boychyn reported on the HOA Financials. There is currently \$2.2 million in the bank, and \$171,000 is owed on the loan. Karin inquired if the loan should be paid off before the end of the year. Kaitlyn Ambush confirmed that Abaris will confirm with Sammi Lai and get back to the Board. Karin also reported that high interest earned is projected in the budget for 2025, which is why the revenue balance has increased now. Legal is high, but all other items are in line with the budget. Karin commented that there may be year-end expenses but is hopeful to end the year in a surplus. There is currently \$1.5 million in reserves, \$550,000 in UME, and over \$2 million in overall equity. Only \$124,000 has been spent on Capitol Projects in 2024.

Kathleen Moran commented that the approved 2025 budget is posted on the NMC website. The Communications Committee will include another reminder announcement in the next newsletter.

Management Report

No items to report.

4. Old/New Business

- a. Kathleen Moran stated that the Board has sent letters to a few owners who have installed fencing on HOA property. The Board is working with each owner individually to have the fences removed.
- b. Kathleen Moran acknowledged that legal counsel has sent a letter to a concerned resident regarding acorn droppings and to relay the Board's stance on the matter.

- c. The Board discussed the implementation of a fine policy and Kathleen Moran noted that a first draft of a sample policy has been circulated to the Board for review. Abaris agreed to provide the Board with sample fine policies from other communities managed by Abaris for the Board's review prior to the next Board meeting. No further action was taken at this time.
- d. The Board discussed the proposal received from AW Landscapes for the drainage work and swale cleaning adjacent to 276 New Mark Esplanade. Saven Wilkins commented that there are other areas in the community that display the same erosion concerns and noted that the Landscape Committee would provide their recommendations to the Board in the new year. Karin Boychyn and Samuel Scheib commented that other swales in the community are not being maintained and inquired if all swales should be maintained on a routine basis. Joe Jordan noted that there is a swale behind the clubhouse to New Mark Esplanade that is never maintained. Abaris will inform AW Landscape of the unmaintained swales and request that they be maintained regularly in the future. *Karin Boychyn made a motion to approve the pricing from AW Landscapes to clear out the river rock swale adjacent to 276 New Mark Esplanade for \$2,400. The motion was seconded by Samuel Scheib and carried unanimously.*

The Board discussed item #2 in the proposal from AW Landscapes regarding the installation of a retaining wall and removal of 2 trees and other shrubs to alleviate the erosion concerns on the hillside next to 276 New Mark Esplanade. Karin Boychyn inquired if AW Landscapes can plant something instead of installing a retaining wall to stabilize the area. However, Saven Wilkins confirmed that the retaining wall is the most logical and sustainable option. *Samuel Scheib made a motion to approve the pricing from AW Landscapes to install the tiered segmented stone retaining wall for \$11,300 and perform the tree and shrub removals for \$1,500. The motion was seconded by Emily Ecker and carried unanimously.* Kathleen and Abaris will notify the owner of 276 New Mark Esplanade of the Board's recent approval of the work that will be scheduled soon.

5. Community Forum 2

Pat Reber commented that the discussion on the fine policy be done in the form of an open discussion during a Board meeting, as it will encourage residents to come together to establish this policy. There is no need for a subcommittee.

6. Board Response to Community Forum 2

Samuel Scheib thanked Pat Reber for her many years of service on the Communications Committee. All other Board members echoed Samuel's gratitude to Pat's service to the community.

The next Board meeting will be held on Thursday, January 2, 2025, at 7:00 pm.

Adjournment

There being no further business, Joe Jordan moved to adjourn the regular meeting and go into Executive Session for the purpose of discussing legal guidance received. The motion was seconded by Samuel Scheib and carried unanimously. The meeting was adjourned at 7:41 p.m.