

NEW MARK COMMONS HOMES ASSOCIATION

BOARD OF DIRECTORS

Thursday, January 2, 2025

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, Shireen Ambush

Homeowners: Pat Reber, Saven Wilkins, Debbie Mesmer

Call to Order of the Board Meeting

Kathleen Moran called the Board Meeting to order at 7:02 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 1-2-25: Kathleen Moran requested the addition of 2 items on the meeting agenda. Joe Jordan made a motion to approve the agenda as amended. The motion was seconded by Amanda Mita and carried unanimously.

Board Meeting Minutes 12-5-24: Amanda Mita made a motion to approve the minutes as amended. The motion was seconded by Tim Petros and carried unanimously.

2. Committee Reports

Architectural Control Committee (ACC) –

Tim Petros noted that Rita Molyneaux has officially resigned from the ACC as chair and member of the committee, and Christine Holdsworth is now serving as the Chair of the ACC. The Committee is actively looking for a co-chair.

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. Pat Reber also noted that the deadline for submissions for the January 2025 Newsletter is January 12th, and the newsletter will be issued on January 18th.

Landscape Committee –

Saven Wilkins noted that the 2025 Community Enhancement Days are set for April 26th and October 18th. Recently, 20 trees were planted by Stadler Nursery, and the cherry tree in the 300-block of New Mark Esplanade was planted as well.

Pool Committee –

No Report at this time.

Welcome/Social Committee –

Karin Boychyn noted that the International Dinner is set for February 22nd. The Holiday Lighting Event was a great success!

3. Treasurer's Report

Karin Boychyn reported on the HOA Financials. There is currently \$2.1 million in the bank, and \$161,000 is owed on the loan. Karin previously inquired of Abaris if the loan should be paid off before the end of the year, and Abaris VP of Finance, Sammi Lai, confirmed that there are only 16 payments left on the loan, and the funds needed to pay off the loan are earning more interest than the interest rate on the loan, so paying off the loan early has no financial benefit. Currently, the equity balance is \$1.5 million in replacements, and \$490,000 in UME. Karin noted that we are hopeful to end the 2024 budget with a surplus, and overall, the Association's financials are in good fiscal health.

Management Report

Shireen Ambush acknowledged the change in the Community Management position and confirmed Kaitlyn Ambush will take over as the Community Manager for New Mark Commons effective January 1, 2025. Kathleen Moran thanked Shireen for her years of service as the Community Manager for New Mark Commons.

4. Old/New Business

- a. The Board discussed the 2025 pool management contract from Pool Personnel. Joe Jordan noted that the pool cover is sagging, and Kaitlyn confirmed that Abaris will inform Pool Personnel to check the pool cover to ensure that it is secured. Samuel Scheib made a motion to approve the 2025 contract with Pool Personnel. The motion was seconded by Karin Boychyn and carried unanimously.
- b. The Board discussed the request from the owner of 282 New Mark Esplanade to correct the drainage issues on HOA common area, which is impacting their private property. Tim Petros made a motion to allow the owner to proceed with the landscape repairs, at the owner's expense, as recommended by the owner's landscaper. The motion was seconded by Emily Ecker and carried unanimously.
- c. The Board discussed the 2025 Annual Meeting, which will be held on March 10, 2025. Candidates who are interested in running for the Board will be invited to the February Board meeting for more information about the positions on the Board. The application submission deadline will be February 14, 2025, the Candidate Q&A will be held on March 6, 2025, and the Annual Meeting will be held on March 10, 2025. Tim Petros made a motion to hold the 2025 Annual Meeting virtually. The motion was seconded by Samuel Scheib, and carried with all votes in favor, except 1 opposition from Joe Jordan.

- d. Kathleen Moran acknowledged receipt of the sample fine policy and confirmed that the Board is still reviewing the policy. The Board unanimously agreed to review and comment on the sample fine policy in preparation for discussion at the February Board meeting. No additional action was taken.
- e. The Board discussed parking concerns in the 100-block of New Mark Esplanade, and reports of vehicle owners from outside of the community utilizing NMC parking spaces, specifically an owner from Monroe Street. Shireen Ambush suggested placing a flyer on the car to inform them that Walk-Off parking is not permitted. Amanda Mita confirmed that she would obtain the address of the vehicle owner to provide to Abaris so that a letter may be sent to the vehicle owner.

5. Community Forum 2

Saven Wilkins inquired if he could modify his clubhouse rental for his daughter's venturing crew, for next week. Abaris will coordinate the new clubhouse reservation date with Saven offline.

Pat Reber noted that signs will be posted for the Art Show displayed by the Villages Group, and to contact Lori Newman with any questions or concerns.

6. Board Response to Community Forum 2

No response was required at this time.

The next Board meeting will be held on Thursday, February 6, 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 Karin Boychyn and carried unanimously. The meeting was adjourned at 8:02 p.m.